

## LOGISTICS CLUSTER – MEETING MINUTES HAITI EARTHQUAKE EMERGENCY RESPONSE

Log Base, Port au Prince

Date: 09 March, 09:30

**Action Point:** LC to meet with Customs in PAP and provide an update on the procedures for customs clearance and the role of the DPC.

**Action Point:** LC to prepare a Clinton Vehicle Catalogue with pictures, specifications etc. and make available on-line. LC to publish the criteria for organisations planning to apply for Clinton trucks. Forms to apply for the Clinton trucks will also be published on the website in English, French and Creole.

**Action Point:** Clinton Truck documents are to be provided by LC to Electricians Sans Frontier (for translation into French). LC will provide the same Clinton documents to Airline Ambassadors who will facilitate translation in Creole.

**Action Point:** NGOs to elect / appoint a member for the Clinton truck selection committee and inform LC

**Action Point:** One more LC participating organizations that is registered with OCHA is requested to step forward as logistics coordination focal points in the sub-office in Leogane

**Action Point:** All LC members to provide shipment arrival information to LC through [haiti.shipping@logcluster.org](mailto:haiti.shipping@logcluster.org)

**Action Point:** LC to prepare UPDATED SNAPSHOT of Seaport in PAP that is operated by APN

### 1. Opening

- Logistics Cluster Coordinator (LCC) noted that owing to the size of the group there would be no round table, questions would be covered in AOB, and that the meeting be kept to around one hour in length.
- LCC reminded members to state their name and organisation when asking questions.

### 2. Border/Customs

- WFP Customs FP for the Logistics Cluster (LC) provided an update on customs procedures particularly focussing on the Jimani border crossing.
  - KEY POINTS:
    - The reinstatement of the standard customs procedures has caused long delays at the Haitian side of the border. All organisations sending humanitarian cargo destined for PaP from Santo Domingo are recommended to use customs brokers. A list is available at <http://www.logisticscluster.org/ops/hti10a/customs-clearance-agents-SD-100226>
    - The LC has had 2 staff at the border to assist organisations with importation of goods. Two additional staff, one international and a national are deploying to the border today to reinforce the two existing staff. **NB: These personnel are not doing the paperwork, they are points of contact for information and advice. Each organisation is responsible as the consignee for processing customs clearance.**
    - LC is planning to meet with DG Customs and seek clarification on how to speed the process at Jimani.
    - Some non-humanitarian entities have been abusing the facilities made available to the humanitarian community hence customs has become more diligent with its inspections and the paperwork requirements from organisations.
    - Particularly challenging are the items that contain an engine – all vehicles, forklifts, generators etc. These items require that the processing begin well in advance of transportation to the border: paperwork needs to be in place before sending to PAP or vehicles will be held up and cause more congestion. Hence the LC advises all organisations to seek out the services of a reputable broker. Guidance on Customs Procedures are available at: <http://www.logisticscluster.org/ops/hti10a/custom-clearance-guidelines-SD>

- Airline Ambassadors and ADF informed the cluster that the MoF was holding original documents for vehicles overnight and sending these to DPC. DPC's role in customs facilitation needed to be clarified.

**Action Point: LC to meet with Customs in PAP and provide an update on the procedures for customs clearance**

### 3. C/M

- JOTC procedures are now posted on the website: <http://www.logisticscluster.org/ops/hti10a/jotc-info-sheet>
- The 'high level committee' is due to decide today about IF, and, what level of, foreign military support is to be requested of the foreign militaries for engineering / road repair capacity during the rainy season. This will impact LC's and all other relief operations especially on the overland routes. Further information will be provided when available.

### 4. Hubs

- LC is please that HI/AI has agreed to be the LC focal point in three of the regional hubs – Jacmel, Genoiave and Cap Hatien.
- The LC is seeking to mirror the structure of the PAP and Dominican Republic (DR) clusters in the hubs and ensure local coordination is enhanced and synergy between PAP and DR, the border crossing and the hubs is established.

**Action Point: Another NGO to be identified as the LC focal point for Leogane**

### 5. Clinton Trucks

- Criteria have been established:
  1. Entities must be registered with the GoH;
  2. Clusters must prioritise those requesting under their cluster;
  3. A committee of 4 people will review the requests. (OCHA representative as coordinator of clusters, GoH, representative from the NGO Consortium, and the Logistics Cluster)
  4. A form for requesting vehicles will be posted on the website. Organisations are advised to read the TERMS and CONDITIONS carefully.
  5. The Clinton Criteria, Request Form and Catalogue of vehicles with specifications will be provided in English, French and Creole.

**Action Point: LC to provide criteria and forms. Electricians Sans Frontier to translate to French. Airline Ambassadors to facilitate translation in Creole. LC to publish and disseminate these documents.**

### 6. Surface Transport

- Two hijackings occurred on March 5 2010 – both occurred in the Artibonite, 25km south of Gonaives.
- Cargo statistics for cargo movement out of PaP to the affected area are available in DASHBOARD form on the website: <http://www.logisticscluster.org/ops/hti10a/deliveries-overview>

### 7. Warehousing/Infrastructure

- The Logistics Cluster is establishing a third interagency storage area on 2 hectares of fenced land outside PAP. This will also serve as a marshalling area for trucks from Santo Domingo to alleviate the congestion caused by large vehicles on the roads within the city. Cargo can be either stored or directly offloaded onto local trucks for onward distribution.
  - Details of the location will be provided in due course; it is on elevated land and is fenced by 2.5m wall and hopefully not likely to flood.
  - The LC will provide the MSUs, or agencies can bring their own MSUs (the land can accommodate 40 units) security, toilets, water, and electricity.
  - Management will be done by the organizations themselves.

## 8. Sea Transport

- Seaport
  - The LC needs pipeline information from all members and the wider cluster membership. Currently there are some 1500 containers in the port. Currently there is a 5 day free storage limit. This is not to be confused with DEMURRAGE- where usual rates will apply. The LC needs to have prior notification of when a vessel is coming as a second vessel is used for offloading. Not all of a shipment is offloaded in a single set of movements.
    - LC would like to stress – we need your shipping arrival information and we will feed back to you when it arrives – [haiti.shipping@logcluster.org](mailto:haiti.shipping@logcluster.org)
- The port authority – APN – is managing all requests for all slots with the US military providing some support for the time being.
  - Terminals are operated by commercial entities
  - Security is managed by APN
  - Containerised and palletised handling at seaport of PAP is reported (APN) to be currently = 500TEUs per day
  - Two barges with 200 mt crawler cranes are doing the on-load off load.
  - Overall – incoming cargo flowing ok
- US military are making reparations to reopen the southern pier. It will be approximately 200m long - both sides of pier can be used enabling an increased handling capacity
  - Northern pier was completely destroyed
  - Once southern pier is operational in mid April (US Military) the barges will be moved to northern pier hopefully providing 4 berths
  - APN anticipates that progressive increase in capacity in the coming months will hopefully permit up to 1000TEUs per day
- US Mil port assess declassified and made available to cluster.
- Port assessments have been conducted at Cap Haitien and Genoaive. Further details will be passed on in due course.

## 9. Air Transport

### Airports

- The international airport at PAP is now under civilian control. Commercial operators have resumed all handling activities. Generally, commercial flights are increasing and the airport is operating well.
- Updated UNHAS PAX schedule is on website for both internal Haiti flights and DR – Haiti flights.
- Updated UNHAS CARGO Procedures have been published to reflect the discussion at the last inter-cluster coordination meeting regarding prioritization. NB. So far, all requests fulfilling the criteria for use of helicopter assets have been actioned. <http://www.logisticscluster.org/ops/hti10a/deliveries-overview>

### AOB

- The Logistics Cluster is preparing a **Suppliers List** of useful services including construction materials, clearing agents, transporters etc.
- A summary of LC FACTS & FIGURES is available at: <http://www.logisticscluster.org/ops/hti10a/facts-and-figures>
- WHO requested update on major supply route passing by Lake Suamatre that is subject to flooding. LC responded that further information on this matter was pending the sanction of the high level committee that is tasked with determining the level of military engineering support will be required for the humanitarian operation during the coming months.
- Electrician San Frontiere (ESF) is available for human community to do electrical work and installations etc. Costs are dependent scope of work / materials.
- Mission Aviation Fellowship provides small planes (5) for accessing isolated places in Haiti. The service is humanitarian and is provided on a cost recovery basis. A brochure will be provided to LC for posting on website.
- The US Committee for Refugees and Immigrants is looking for logistics training services.

- RedR GeoForce replied that they are providing such training for the humanitarian community.

**Action Point:** Organizations have been requested to provide the details of trusted suppliers to assist the humanitarian community.

**Action Point:** RedR Geoforce to provide a brochure of their training packages for circulation and posting on the website.

**Action Point:** Mission Aviation to provide a brochure of service offerings and cost recovery estimates.

**Next meeting: TUESDAY February 16<sup>th</sup>, 09.30 at the WFP Office.**