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GOVERNMENT OF SIERRA LEONE
Office of the President

MEETING MINUTES

**INCEPTION OF THE LOGISTICS PREPAREDNESS PROJECT AND PLANNING DISCUSSION FOR
LOGISTICS GAPS AND NEEDS WORKSHOP ON 17TH MARCH, 2021.**

Chairman's Opening remarks

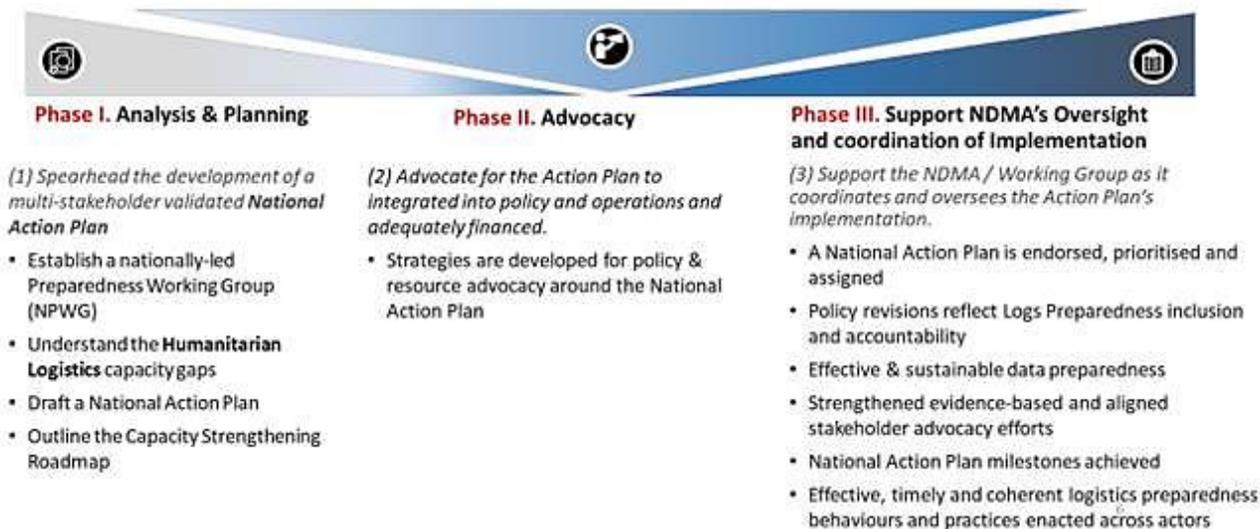
The Director of NDMA Mr. John Vandy Rogers opened the meeting and introduced the Logistics Field Based Preparedness Project which will be led by the NDMA with the support from the WFP Global Logistics Cluster. Mr. Rogers introduced the international consultant in country to assist set up the Project.

Brief overview of the Logistics Field Based Preparedness Project

Patricia Thornhill gave a presentation of the Project. The main outputs are to support NDMA to:

- formulate a Logistics Preparedness Working group that can be used to develop logistics tools, share knowledge, and enhance logistics capacity for response.
- develop a Logistics Action plan with short term and long-term strengthening activities, through a gaps and needs workshop.
- advocate for resources to implement the plan.
- begin implementing priority short term activities.

Project Phases



Review of the Concept Note for the Logistics Preparedness workshop

The workshop Concept Note and draft agenda were discussed. The workstation themes were agreed on.

Attendees emphasised the need to share information on existing capacities however the workshop should be focussed on developing the action plan for the future, and not filled too much with presentations discussing the past.

- A presentation from NDMA on the new agency and future plans, and current existing coordination structures that are working should be included as the first agenda.
- Key presentations on logistics tools and enhancements that have been achieved post EBV and landslide such as the health logistics playbook was also supported.

Dates for a two-day workshop were **proposed for 7- 8 April 2021** which falls in between Easter and Ramadan. It was noted the deadline for planning and procurement is tight however May is too late.

A high level working group was recommended to compile current information and design the detail of workshop comprising of NDMA, Patricia Thornhill, UNICEF, WHO, MSF-OCA,

SL Red Cross, UNDP, Ministry of Information, Ministry of Defence, Ministry of Transport, and MoHS.

Attendees

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