

COVID-19 Procedure to request Suspected Sample Transfer with UNHAS

As part of Covid-19 preparedness and readiness efforts, WFP/UNHAS has received funding to provide logistical air support to humanitarian partners involved in Covid-19 Sample Transfers. Air support for *Suspected Sample Transfer* (SST) is provided at no cost while special Covid-19 funding remains available. The following procedure, including submission of all relevant documentation, must be followed in order to request this service and for aircraft to be released.

Procedures for Suspected Sample Transfer request

1. Alert originator (RRT or relevant authority) - Requests a SST by calling the EVD Hotline 6666 or contacting a WHO focal point.
2. WHO Covid-19 Focal point - emails UNHAS Covid-19 Focal Point (southsudan.evd@wfp.org) requesting a SST and attaching scanned, correctly completed *Cargo Movement Request*. This document is also required by UNHAS to accompany the sample and must be correctly completed prior to the release of an UNHAS aircraft. Suspected COVID-19 samples must be treated as UN3373, Biological Substance, Category B and packed in accordance with PI650 of IATA DGR. A Shipper's Declaration of Dangerous Goods is not required. The cargo manifest must contain the information mentioned above including the number of packages.

Cargo Movement Request (CMR)

<https://logcluster.org/document/unhas-cargo-movement-request-august-2018>

The sample must be packed in a triple package according to [WHO Guidance on Regulations for the Transport of Infectious Substances](#) without any exceptions **otherwise the sample will not be collected by the aircrew.**

If the request is received before 3pm UNHAS will endeavor to send on the next available flight the proceeding day. If it is received after this time UNHAS cannot guarantee next day delivery.

3. UNHAS Covid-19 Focal Point - Coordinates with CATO/DCATO to arrange and seek approval for flight tasking. UNHAS team will arrange flight clearances, cargo coordination etc, for sample transfer
4. AVSEC – contacts relevant UNHAS Staff/AFP to inform local authorities, provide update on security, landing site condition and weather at field locations.
5. UNHAS Covid Focal Point - provides WHO Covid Focal point with the flight's estimated time of arrival in the field location, arrival at Juba and any other relevant information
6. WHO Focal Point – contacts field and Juba staff to ensure they are present to deliver or receive the sample as applicable 15 minutes prior to the arrival of the aircraft.

