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ESUPS

EMERGENCY SUPPLY PRE-POSITIONING STRATEGY

STEERING GROUP MEETING – 6TH FEBRUARY 2020 – GENEVA (NHPW)

MINUTES

AGENDA

- I. **Welcome/ registration**
- II. **Membership and admin matters** (co-chair election / potential new members / funding and proposals...)
- III. **Data collection platform** (update from last SG / outcome from Tuesday / next steps...)
- IV. **Data analysis** (update from last SG / outcome from Tuesday / 2 variables: which options / Sustainability forward...)
- V. **Comms and Advocacy** (update from last SG / outcome from Tuesday / Ways forward...)
- VI. **AOB/ Wrap up** (Reports / Mou's with academics / Next meeting...)

PRESENCE

Were present

- British Red Cross- (Mike Goodhand)
- Plan International (Anna Tupling)
- Save the Children (Sue Hodgson)
- Welthungerhilfe (Sofia Minetto, David Jakob, Florent Chane)
- IOM (Takuya Ono)
- Penn State University (Jason Acimovic)
- Action Contre la Faim (Guillaume Mathieu)

- Were Excused

- OFDA (Gurmeet Philora)
- UNHRD (Georgia Farley)
- IFRC (Aseygul Bagci)

Membership & Admin matters

Membership

1. Considering the ongoing difficulty to identify a co-chair it was agreed that the co-chair role would be removed from the ESUPS governance structure
2. Following agreed ToR regarding attendance, both IFRC and USAID have failed to attend many of the last SG meeting. Discussions will be held with both to understand if this is due to technical issues or if they would like to be removed.
3. A new status could be considered of “sleeping partners” (although we may want to find an alternate designation)
4. It was also agreed that the Alternative Representative role would also be removed and that in case of impossibility for a SG member to attend he/she would then nominate someone to attend it his/her place.

Follow Up actions

- Follow up with USAID and IFRC as to their will to remain involved
- Update ToRs to
 - Remove Co-chair role
 - Add a sleeping partner” status
 - Remove alternative representatives.

Registration

1. Both World Vision International and the Humanitarian Logistics Association are new member of the SG possibilities that will need to be further explored.

Follow Up actions

- Contact World Vision and investigate their interest as well as availability to be part of the SG => report to the SG members
- Maintain relations with HLA and evaluate the HLA implications in the ESUPS project to later discuss their potential integration as part of the SG

Membership & Admin matters

German Foreign Federal Office (FFO)

proposal

1. Revised at € 369,953 (including € 18,500 Eur own WHH funds)
2. Mostly STOCKHOLM
3. Over 21 months (April 2020 till Dec 2021)
4. New selected countries:
 1. Bangladesh
 2. Madagascar
 3. Consortium Cambodia/Laos/Vietnam
5. Mostly STOCKHOLM

Follow Up actions

- Get FFO pre- approval (allowing to engage funds) and submit formal proposal by May
- Circulate the document to SG

USAID Phase 3 proposal

1. Initial idea and budget submitted in November before meeting with FFO and their funding options was \$ 693,000 for 24 months
2. Will need to be revised to
 1. Deduct the amount cost-shared in the FFO proposal
 2. Include a Data collection consultant in each country of ESUPS engagement
 3. Include a general “consultancy line” to allow for flexibility to meet needs met.
 4. Consider a specialist to efficiently advocate for ESUPS findings and tools
 5. Consider including a simulation exercise activity
 6. Include an ESUPS video presentation

Follow Up actions

- Draft new revised proposal considering the thigs to be removed and added.
- Circulate the document to SG

Other Admin Matters

Follow Up actions

- Add an Exit Strategy section in the ESUPS logframe
- Check with PLAN (Ana) and WHH (David/Norman) for examples of MoU’s with Academics

Data Collection Platform STOCKHOLM

1. Discussed during the ESUPS overall meeting
 1. Global
 2. National
 3. Regional
 4. Provincial
 5. + 1 or 2 extra layers options if required
2. On the discussion about data protection and obligations, it was requested to check if under EU regulations, data should actually be kept in the EU.
3. In regards to the hand over of STOCKHOLM is was suggested to contact SAP as a potential partner
4. It was also suggested to connect with donor to get their stock info at country level

Follow Up actions

- Transmit the layers info to the developpers
- Engage with the new WHH data protection specialist over the requirements to implement for STOCKHOLM.
- Find a contact for SAP: does anyone have an idea/contact?
- Prepare a list of donors with contacts to requests stock info

Data Analysis

1. During the data analysis discussion it was reiterated again than the best way to include the Absorption Capacity variable was to look at past distributions. It was suggested to contact the cluster leads to see if they would have summary data of distributions for Nepal EQ and Philippines Haiyan responses.
2. It was also requested to narrow the request down to the 11 Core Relief Items
3. The SG also discussed the question of data cleaning that Jason spent a lot of time doing for Nepal. It was agreed that such activity could be undertaken by interns
4. In regards to integrating the Replenishment variable, and after a fail when engaging with Bollore, it was suggested to re-engage with the CBI initiative, contact Flexboard, Blue Water Shipping and Emerald Freight. It was also suggested that we contact OCHA as they have done a study on transport time as part of their IMPACCT project.
5. It was also requested that when engaging with those, we should try to get an idea of a carbon footprint

Follow Up actions

- Contact Cluster leads to request for distribution data on 11 core items
- Contact Virginie (OCHA) to discuss transport times.
- Contact various universities to identify an intern to clean Em-Dat data on countries of engagement.
- Get contact info for logs companies from SG members.
- Share STC suppliers and request others'.
- Send SG members travel details to Nepal so that they can inform their counterpart
- Follow up with Tilburg University who have agreed to help on the variable integration

Communications

1. Discussion around what other medias should be considered for ESUPS: Twitter / Youtube video
2. It was suggested that ESUPS also gets a video prepared to present we are on the website
3. It was agreed that there is a need to adjust the communication plans to
 1. Include the new medias to be agreed on
 2. Provide assistance to the SG members in highlighting ESUPS in using their respective media profiles
 1. Include ESUPS as part of their profiles
 2. Follow the ESUPS pages in FB or LinkedIn
4. ESUPS communications Officer will need material to keep updating the website and comms materials.

Follow Up actions

- Investigate companies to help write a script and prepare an ESUPS video presentation. We should get a quote to be included in the OFDA proposal
- Circulate a survey about Twitter: if we set it up who will actually use it? It is worth it?
- Share any material that can be relevant with ESUPS Comms Officer
- Revise and detail communication plan