|  |  |  |  |
| --- | --- | --- | --- |
| MISSION |  | REGION |  |
| DATE |  | COMPILED BY |  |
| EMAIL |  | PHONE |  |

# Logistics Assessment

Waterways, River Transportation

| **Final Checklist for Waterways Assessment Activities** | **Done** | **Comments** |
| --- | --- | --- |
| 1 | List and map waterways of potential use to and within the emergency zone | [ ]  |  |
| 2 | If applicable – consult with the Ministry of Transport/ Infrastructure/ Urban Development to initiate repairs to damaged wharves/ jetties | [ ]  |  |

| **Waterways and River Transportation Assessment** |
| --- |
| **From/to (names)** | **From** | **To** |
| Location Name:  |  | Location Name:  |  |
| **GPS Coordinates (DDD.dddddd):** |  | **GPS Coordinates (DDD.dddddd):** |  |
| **Total Distance (kms)/Nautical Miles** | **Is the route passable?** | **Normal travel time (hrs/days)** | **Current travel time (hrs/days)** | **Is there an alternate route? (Please complete a separate road assessment for alternate routes)** |
|  |

|  |  |
| --- | --- |
|[ ]   Yes |[ ]   No |

 |  |  |

|  |  |
| --- | --- |
|[ ]   Yes |[ ]   No |

 | If yes, describe: |  |
| Are there any security concerns? |

|  |  |
| --- | --- |
|[ ]   Yes |[ ]   No |

 | If yes, describe: |  |
| What are the maximum dimensions vehicles allowed on this waterway? |  |
| What particular constraints are there on this waterway |

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  Bridges and tunnels  | [ ]  Restricted depths (rivers)  | [ ]  Floods, landslides, snow  | [ ]  Tide schedule  |
| [ ]  Seasonal/weather factors  | [ ]  Necessary transhipments  |  |  |

 |
| [ ]  Other: |  |

|  |
| --- |
| **Bottlenecks** |

|  |  |  |
| --- | --- | --- |
| **1** | **Location of bottleneck (example: distance from town)** |  |
| **Bottleneck GPS Coordinates (DDD.dddddd):** |  |
| Nature of bottleneck  |

|  |  |  |
| --- | --- | --- |
| [ ]  Damage to infrastructures (bridges, Dams) | [ ]  Dried out areas  | [ ]  Overflow/ flooding  |
| [ ]  Delays at loading/ offloading zones  |  |  |

 |
| [ ]  Other: |  |
| What possibilities are there for re-opening and/or increasing movement capacities? |  |
| What materials, equipment, expertise would be required? |  |
| **2** | **Location of bottleneck (example: distance from town)** |  |
| **Bottleneck GPS Coordinates (DDD.dddddd):** |  |
| Nature of bottleneck  |

|  |  |  |
| --- | --- | --- |
| [ ]  Damage to infrastructures (bridges, Dams) | [ ]  Dried out areas  | [ ]  Overflow/ flooding  |
| [ ]  Delays at loading/ offloading zones  |  |  |

 |
| [ ]  Other: |  |
| What possibilities are there for re-opening and/or increasing movement capacities? |  |
| What materials, equipment, expertise would be required? |  |
| **Any additional information on route?** |  |
| **Loading/Offloading Zones - Jetties** |
| **Loading/Offloading Zone name:**  |  | **Location of the Loading/Offloading Zone:** |  |
| **Focal point contact:**   |  | **GPS Coordinates (DDD.dddddd):** |  |
| **Handling equipment** | **Handling Capacity** **(mt or vessel/hr)** | **Storage capacity (mt / m² / m³)** | **Connected to other transport** | **Other Comments** **(little space to manoeuvre trucks, congestion, and approximate wait times to load/unload.)** |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| [ ]  Road | [ ]  Rail | [ ]  Air |

  |  |
| **Loading/Offloading Zone name:**  |  | **Location of the Loading/Offloading Zone:** |  |
| **Focal point contact:**   |  | **GPS Coordinates (DDD.dddddd):** |  |
| **Handling equipment** | **Handling Capacity** **(mt or vessel/hr)** | **Storage capacity (mt / m² / m³)** | **Connected to other transport** | **Other Comments** **(little space to manoeuvre trucks, congestion, and approximate wait times to load/unload.)** |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| [ ]  Road | [ ]  Rail | [ ]  Air |

 |  |

| **Other questions you can ask the boats and/or Commercial Operators** |
| --- |
| **Describe any damage to waterways infrastructures (jetties, quayside facilities etc)**  |  |
| **What repairs are being undertaken and when is the estimated date the waterway service will be operational again?** |  |
| **What size and type of vessels, barges and other commercial carrier ships ensure commercial transport in your area of operation?** |  |
| **Is there priority given for relief shipments?** |

|  |  |
| --- | --- |
|[ ]   Yes |[ ]   No |

 |
| **Is there a time schedule available?** |

|  |  |
| --- | --- |
|[ ]   Yes |[ ]   No |

 |
| **How your shipment will be transported (on the deck, in the hold, in container etc.)?** |

|  |  |  |
| --- | --- | --- |
| [ ]  Deck | [ ]  In the hold  | [ ]  Container |

 |
| [ ]  Other: |  |
| **Security measures to protect the cargo during transport** |  |
| **Which entity is liable for cargo during transportation?**  |

|  |  |  |
| --- | --- | --- |
| [ ]  Insurance | [ ]  Waterway Company  | [ ]  Security or Escort Company |

 |
| [ ]  Other: |  |
| **Cost?** |  |
| **Will ship be loaded with cargo from different entities, i.e. will ship be shared?** |

|  |  |
| --- | --- |
|[ ]   Yes |[ ]   No |

 |
| **What size/capacity of truck can be used to load/unload?** |  |
| **What are the ramp specifications for loading and unloading sites?** |  |
| **Is there transhipment or transit storage required for loading and unloading cargo into ships?** |

|  |  |
| --- | --- |
|[ ]   Yes |[ ]   No |

 | If yes, details on location: |  |

### Where can you find information on waterways?

### In the LOG: http://log.logcluster.org/response/transport/index.html#other-modes-of-transport

### In the LCA, chapter “Waterways Assessment”

### Logistics Cluster website.

### WFP GeoPortal maps

### Commercial vendor website (if any)

### From the customers (companies) using waterways services

### Useful tips:

Make sure that the supplier is licensed and registered.

Preferably source locally rather than import, taking into account quantity and quality available.

Get feed-back from other clients.

Develop pre-supply agreement (frame agreements) for essential commodities and high turn-over commodities (strategic commodities)

Ensure inspection and documentation of goods received

Maintain clear documentation of all steps in the procurement process for memory and audit purposes

Enact simplified emergency procurement procedures to speed up the procurement process (Before activating any emergency procurement procedures, first check the donor requirements and restrictions for specific projects) and if appropriate:

Increase limits of approval and authorisation for purchases.

Increase checks signatory limits.

Suspend the requirement for multiple quotes-authorise single or sole-source purchases where justifiable.

Suspend sealed and public bidding procedures (if this is part of your normal process).

Decentralise procurement to enable larger-scale procurement at the field level.

Immediately process payments due to vendors, as any delay in payments might hinder the delivery of goods.

Relax check-run dates for emergency purchases to help with immediate payments