

Requesting Organization :	Handicap International				
Allocation Type :	Reserve 2017				
Primary Cluster	Sub Cluster	Percentage			
Logistique		100.00			
		100			
Project Title :	Logistics Common Services to Support the Humanitarian Community Emergency Response in the zones of Bambari, Bria, and others in CAR				
Allocation Type Category :					
OPS Details					
Project Code :		Fund Project Code :	CAR-17/HCF10/13/LOG/INGO/4711		
Cluster :		Project Budget in US\$:	418,164.57		
Planned project duration :	6 months	Priority:			
Planned Start Date :	08/02/2017	Planned End Date :	07/08/2017		
Actual Start Date:	08/02/2017	Actual End Date:	07/08/2017		
Project Summary :	<p>In order to enhance and facilitate humanitarian assistance delivered in Bambari and Bria, as well as other areas undergoing emergencies in CAR, HI proposes to expand the current activities initiated under its CERF-funded Logistics Platform via WFP (December 2015 - May 2016) and continued by OFDA (June 2016 - March 2017) through the installation of a new regional logistics hub in Bambari in response to the crisis in Bambari and Bria.</p> <p>As a cost recovery mechanism has been put in place for all transports within the region, this is proposed to continue for all transports outside of the zone of the new hub. Local transport originating from the Bambari Hub will be offered free as a response to the emergency during the period of the proposed funding. A variety of road transport vehicles will be used to ensure delivery in response to the isolation, weak infrastructure, and hampering climate -as the proposed response will be ongoing through the rainy season.</p> <p>In addition to the installation of the new hub and as all administrative and planning is centralized in Bangui, it is necessary to finance a part of the central operations as well which are currently unfinanced past the end of February 2017 while other financing is secured for the month of April. This will not only reinforce the capacities of the new base but will allow for continuous transport services throughout the country and thus continuous flow of humanitarian aid to all areas in need.</p> <p>HI ensures the selection of suppliers according to the needs expressed by the partners and coordinates the transportation from the demand up to the final delivery (administrative management, loading, tracking and delivery at destination). Our transport system from Bangui is mutualized between beneficiary organizations' demands, increasing efficiency and lessening the cost.</p> <p>Through the direct response to the Bambari and Bria crisis, HI will continue to be a key player in the responses of humanitarian actors with increased capability, reactivity, and efficiency in the region.</p>				
Direct beneficiaries :					
	Men	Women	Boys	Girls	Total
	0	33	0	0	33
Other Beneficiaries :					
Beneficiary name	Men	Women	Boys	Girls	Total
Other	0	33	0	0	33
Indirect Beneficiaries :					
Beneficiary numbers depend on the beneficiary organizations' actions implemented and achieved. With support from HI logistics platform, the total number benefiting from these projects constitutes the total number of HI indirect beneficiaries. With the expanded capabilities from the new Hub, HI will be able to reach much of the population of more than 310 000 in the prefectures of Ouaka (Bambari) and Haute-Kotto (Bria), in accordance with partner programming.					
Catchment Population:					

To be noted that a total number of 70 partners (number of partners of the CAR Logistics Cluster) are potential beneficiary organizations. Some of these members make up the total of 55 humanitarian actors in the prefectures of Ouaka and Haute-Kotto, which may also become direct beneficiaries of the proposed programme. 9 of these are current NGO and UN partners and are located in Bambari and/or Bria sub-prefectures, and the program has the potential to expand to the other 46 NGOs and other UN agencies which are currently in the two sub-prefectures.

Link with allocation strategy :

Following the peak of violence in September 2015, the previous HI project funded by the CERF has largely fulfilled the original goal to improve humanitarian access to vulnerable populations, particularly through the transport service. OFDA has ensured financing of the program through February 2017; however continued operations after this date are uncertain for the country-wide platform.

To date, the Logistics Platform services have allowed the transport of more than 5000 metric tons, corresponding to more than 315 contracted trucks since its debut. These were sent to 28 destinations across the country on behalf of 25 the beneficiary humanitarian organizations? In Bambari and Bria specifically, the Logistics Platform has responded with over 60 contracted trucks since its inception, totaling more than 562 metric tons of humanitarian goods delivered in the zones. In total, as of January 2017, 59 humanitarian stakeholders have benefitted from HI Logistics Platform services.

The heightened need in the zones that is currently predicted in relation to the current instability, the reduced response capacity due to a lack of financing have called on an adapted and more resilient humanitarian response in the targeted areas. Access to Bambari and Bria is served by only one principal route from Bangui where infrastructure is limited and road conditions can vary daily due to weather and security conditions. Local transport of humanitarian goods within the zones is even more limited, and with growing humanitarian needs access is becoming even more critical.

With this experience and success of the current project that meets the objectives of the logistics cluster indicated in the Humanitarian Response Plan, HI therefore wishes to continue its activities to benefit the humanitarian community with a particular concern for expanded capacities in Bambari and Bria as well as the base program's sustainability. Unfortunately, recently CAR has suffered from a lack of funding, most notably for logistics, while still being one of the major and most complex challenges for the humanitarian community. As the end of the financing from OFDA comes to a close within the next 30 days, surety of continued financing of the platforms activities is a necessity.

Therefore, an exceptional funding from Humanitarian Fund CAR would allow the continuity of the project and its expanded emergency response in Bambari and Bria.

Sub-Grants to Implementing Partners :

Partner Name	Partner Type	Budget in US\$

Other funding secured for the same project (to date) :

Other Funding Source	Other Funding Amount

Organization focal point :

Name	Title	Email	Phone
Hélène ROBIN	Head of Program	hrobin@handicap-international.org	00 33 6 24 65 05 84
Mamadou Tafsir DIALLO	Head of Mission	cdm@hi-urgence-rca.org	72 52 32 67

BACKGROUND

1. Humanitarian context analysis

After decades of instability and low development, CAR plunged into an unprecedented political, security and humanitarian crisis in early 2013. The conflict between anti-Balaka militias and Séléka rebels led the country to a civil war that killed 5.500 persons, and affected 4.6 million others. According to the most recent OCHA snapshot (November 2016); 2.2 million people have urgent needs, 434.000 remain IDPs and 452.100 refugees.

The weak state presence outside of Bangui, the absence of social and economic infrastructure, inter-community conflict and the presence of armed groups weigh heavily on the country's ability to recover, with a recent rise of instability in the areas of Bambari/Bria leading to upwards of 70 000 new IDPs. Nearly one-half of the national population is still in need of humanitarian assistance, including shelter, food, access to health care and education, and above all, protection. In Ouaka (Bambari) 43 national, international, and UN humanitarian actors are responding with emergency programs, along with 18 organizations having activities in Haute-Kotto (Bria) according to the most recent OCHA 3Ws.

The recent violent events of late December 2016 have resulted in a general deterioration of the security situation within the zones of Bambari and Bria. Furthermore, heavy rains have made some of the major tracks impassable by conventional transport means, and thus heightened the needs of the population due to the increased violence and instability by preventing the access to these isolated areas. It is evident that adapted response is needed to ensure that the required increase of response by humanitarian actors in the zone is not only feasible, but also possible.

Faced with the increasing needs and insufficient capacity of local and international actors to deal with the large scale of the crisis, the International Non-Governmental Organizations have been faced with huge challenges and are increasing their response in the affected zones where possible. The humanitarian community present in the country is currently covering the most urgent needs and supporting the restoration of state services throughout the territory. The lack of financing has inhibited a quick response to the security situation of Bambari and Bria, and many constraints are still impacting and limiting the effectiveness of their interventions and coverage of all vulnerable populations.

In response to the needs observed in the area and with only 36,2% of the target for humanitarian financing for 2016 having been met, the Humanitarian Fund CAR has announced an emergency funding from its reserve funds to respond to the emergency in Bambari, Bria, and surrounding enclaves in relation to 5 sectors of activity (Shelter/NFI/CCCM, WASH, Health, Protection, Logistics). Backed by experience, the support to the Logistics Cluster from HI Logistics Platform would allow a more successful and efficient response of the other four called upon intervention sectors to be covered.

2. Needs assessment

The presence of HI/AL in the areas of Bambari and Bria has been established as a transport service support actor having serviced the routes from Bangui-Bambari-Bria. The current state of primary, secondary, and other roads in Bambari, Bria and their environs are poorly maintained, if at all. The consequent isolation of communities from the Prefecture seats has a severe impact on the delivery of emergency aide to those populations most affected by the current crisis. Locally available transport services are limited and to procure substitute transportation services based in Bangui for delivery to these isolated programme areas can be cost-prohibitive, inefficient, and lessen the amount of funds available for the activities themselves.

Because of the recent insecurity in late December 2016, Bria has seen the arrival of around 8 000 newly people displaced from their homes. Relatedly, a rise of violence has been seen in Bambari due mostly to inter-faction fighting. This has led to more than 1 500 people fleeing their homes to take shelter in IDP camps or with host families in Bambari and its surrounds. The weak presence of the state in the zone and the presence of multiple non-state actors mean that local populations are relying almost entirely on humanitarian actors to ensure that their basic needs are sufficiently met.

The imminent increase of activities and materials needed to provide a sufficient and acceptable response in the affected zones may be impeded by the limited logistics resources currently available. Warehousing of goods is currently performed by individual actors at the site of their offices. There is currently no available common-use warehousing space available in Bambari. NGOs and current beneficiary organizations have stated that their stocks have surpassed their individual storage capacity in the past in Bambari and Bria during previous heightened activity periods. The risk of increased activities along with the currently inadequate level of temporary warehouse space poses a threat of not being able to absorb the growing need.

As the majority of procurement of humanitarian goods is performed in Bangui and subsequently transported to programme zones, tenuous roads and the volatile security situation can have an impact on timely and cost effective delivery of goods and materials to the isolated activity sites. The need for a comprehensive transport and storage solution is evident to perform the best possible response to the crisis in Bambari and Bria.

With the downgrading of CAR's crisis from L3 to L2, other areas of the world have taken precedence for traditional funding opportunities. The lack of funding does not correlate to a lack of need of humanitarian action however, as despite the downgrade, the Snapshot figures remain stable. The complexity and multi-dimensionality of the emergency has implicated many intervention sectors and as such, a volatile transport market will have a direct trade-off on local response activities. Absorbing this price risk for transport in Bambari/Bria will allow our humanitarian partners to better plan and better implement their activities.

3. Description Of Beneficiaries

-9 (6 NGO, 3 UN) actors based in the targeted areas are current users of the logistics platform transport services.

-A total number of 42 humanitarian actors in Ouaka (of which 37 are located specifically in Bambari) and 18 in Haute-Kotto (18 in Bria) are present in the zones and as such are potential beneficiary organizations, for a total of 60 in the two prefectures.

-In Bambari, 28 organizations have activities in traditionally logistically-demanding areas of FSL, Nutrition, Health, NFI/Shelter, and/or WASH, with 14 in Bria (total of 42 in both areas). 9 humanitarian actors have activities in both of the targeted zones and therefore 33 individual beneficiary organisations make up the targeted beneficiaries for the Bambari Hub Program, though all humanitarian actors will have access to the services regardless of intervention sector. The identified humanitarian actors in these zones of intervention can be found in annex.

Number of IDP Beneficiaries Targeted:

-Beneficiary numbers depend on the beneficiary organizations' actions implemented and achieved. With support of HI logistics platform, the total number benefiting from these projects constitutes the total number of HI's indirect beneficiaries, and could potentially reach 310,000 persons including a large number of IDPs, and also the host population and persons returning to their homes.

-In Bria alone, over 8000 IDPs could benefit from programs realized with the aid of the Logistics Platform, with an additional 1 800 in Bambari as it receives more IDPs from high-tension zones such as Ippy.

4. Grant Request Justification

Handicap International's Logistics Platform has supplied road and air cargo transport services as well as temporary warehousing of goods to be delivered in CAR since December 2015. HI's experience in the transport sector, its coordination amongst humanitarian actors, and its value-added service delivery has proven to be an important support to more than 40 actors since operations began.

This benefits of the platform are many fold to its beneficiary organizations and the donor:

- Mutualization of transported goods between actors to lessen the cost of transport to the Platform Program
- Mastery of the logistic transport market in CAR to provide lowered costs to the program through economy of scale
- Obligatory security protocols and vast network of actors to ensure safe and timely service delivery
- In providing free delivery to activity zones in the zones of Bambari and Bria, liberating funds for activities that would otherwise be used for transport
- Absorbing risks associated with road transport for the beneficiary organizations and centralizing their mitigation within HI/AL's Platform Program
- Savings of time for internal logistics departments at beneficiary organizations
- Providing temporary warehousing for a limited period (i.e. not contingency stocks) of goods to be delivered. When comparing the transportation costs for humanitarian actors from January 2016, HI noted that a 31% savings was made. Moreover, a case study on road transportation from Bangui to Bambari has been done by HI, and showed an additional savings of 17% as a result of resources mutualization.

In responding to the crisis in Bambari and Bria, HI/AL's Logistics Platform will provide free delivery to activity sites.

In order to capitalize on its previous project and on the positive impact of the logistics platform on response efficiency; it is essential to continue to ensure the pooling and optimization of road transport for humanitarian actors. Indeed, regarding the current humanitarian needs countrywide and the number of essential projects led on the field by aid workers, this project - supported by humanitarian actors themselves, together with Humanitarian Fund CAR - remains essential to improve access to relief by affected-communities, notably in Bambari and Bria.

5. Complementarity

This project combines with the common storage service offered by Première Urgence Internationale (PUI) and the project implemented by ACTED (Mobile Intervention Team) aiming at repairing bridges and ferries, has a strong impact on improving the humanitarian access. All these projects constitute the pillar of the logistics cluster strategy in CAR.

HI will assume the lead of a Logistics Sub-cluster to be developed and based in Bambari during the project period. The sub-cluster will work in direct collaboration with the Logistics Cluster in Bangui and will serve to better tailor and adapt the response in Bambari and Bria as the crisis evolves. The Sub-cluster lead will be the Head of the Bambari hub, and thus will have an intimate knowledge of the needs and responses being undertaken in the areas. They will be supported by supervisory visits for each cluster meeting either from the Logistics Cluster representative or the Platform Program Manager in HI, or both.

The project is a part of a larger program funded by other donors. UNHAS and OFDA are HI/ATLAS partners for airstrips rehabilitation activities and "cargo airlift facilitation service", as well as OFDA being a primary financier of road transport activities departing from Bangui. The "air transportation" part of the program is complementary to the "road transportation service" to reach the same global objective: to facilitate logistical access for the humanitarian community to the most affected areas across Central African Republic. Though financing of these activities has concluded at the end of 2016, HI is currently in negotiations to continue these activities for the following 6 months.

LOGICAL FRAMEWORK

Overall project objective

Increasing and improving logistical access for the humanitarian community to Bambari and Bria and maintaining access to other affected areas across Central African Republic.

Logistique

Cluster objectives	Strategic Response Plan (SRP) objectives	Percentage of activities
2017 Objectif 2 : Améliorer les opérations logistiques de la communauté humanitaire à travers des services de transport et de stockage communs.	Objectif 1 HRP - 2017 : Les populations affectées par des chocs ont accès à une assistance d'urgence intégrée assurant leur sécurité et leur dignité	100

Contribution to Cluster/Sector Objectives : The crisis in Bambari and Bria has already given way to an increased need of humanitarian assistance. With this increasing need, an appropriate response is required by the humanitarian community. To aid this incoming rise of humanitarian response, the Logistics Platform will directly benefit the humanitarian actors charged with providing the response. Through the procurement of logistics services to key stakeholders the access to humanitarian relief by vulnerable individuals and households affected by the crisis will be improved.

In this frame; HI proposes to increase the availability of its logistics platform project by offering free road transportation services within the zones of Bambari and Bria as well as pre-delivery temporary warehousing for a limited timeframe to project beneficiaries until the end of the programme. The increased availability means that logistical access will not only be made more affordable to current beneficiary organizations in the zone, but also expand to local/national organizations who may have an advantage in social or political access to communities, but lack the funds to provide logistically demanding activities to these communities.

Outcome 1

Emergency relief operations are best performed in the targeted zones of Bambari, Bria, and their surrounds

Output 1.1

Description

Humanitarian community road transportation capacities are strengthened and mutualized in CAR

Assumptions & Risks

Assumptions:

Security situation: the security situation, particularly related to non-state actors and a fragile political environment, does not disrupt the planned activities of the logistic platform's partners;

Local transport market prices are stable;

Availability of trucks, 4x4s, and other adapted modes of transportation

Partners are willing to utilize the logistics platform from HI and their demand is stable or increases

Risk : Security situation prevents beneficiary organizations from implementing the planned activities

Mitigation: Coordination of security checks and respect of HI security procedures & standards; GPS tracking system for the tracking of shipments.

Risk: Increasing market prices of local transportation

Mitigation: signature of MoU with service providers ; information/sensitization of partners on cost trends (especially during the rainy season); alternative transport.

Activities**Activity 1.1.1**

Identification of transport service providers

The Hub in Bambari will furnish its own transport (truck, 4x4, car depending on accessibility and cost) through rentals on an ad-hoc basis.

Identification of the rental market will be performed in parallel with the installation of the Hub.

Handicap International has built a strong network within the transport sector in Bangui which has allowed the capacity to ship to any location in the country. In Bangui, the transport sector is gradually revitalizing: against an initial estimated capacity of 60 trucks (as of November 2014), HI currently uses 151 different trucks (mainly Renault, Iveco and Mercedes).

The risks present are due to a poor standard of transport quality available in the country (trucks are poorly maintained), but are largely mitigated by the selection operated by HI experts, evaluating in particular:

- the credibility and reliability of the suppliers
- the availability of trucks
- the compliance with national laws (i.e. legal registration)
- the conditions of the vehicles
- the insurance conditions
- the freight cost
- the geographic constraints

Activity 1.1.2

Installation of Regional Logistics Platform Hub(s) and provision of land transportation services

The main activity of the project (transport by road) is to reduce logistic costs by optimizing resources and providing a safe and quality transportation for humanitarian partners operating in remote areas.

To respond to the emergency in Bambari and Bria more effectively, the program will open at least one regional hub in Bambari, while investigating the cost effectiveness of a second hub in Bria. The hub(s) will include free secondary transport from the hub to activity sites by truck, 4x4, or light 4x4 depending on the route and the seasonal conditions. Though transport departing from Bangui will remain on a cost-recovery model so as to continue to improve the program's economic sustainability, the free transport from Bambari hub is offered in an emergency context so as to broaden the reach of the program to new humanitarian partners who may have been financially prohibited from accessing the service. Local partners will be specifically targeted by the Platform's communications in hopes to reinforce their access to the local populations and their interventions that INGOs may not otherwise have.

The logistics platform in Bangui will continue to operate in a cost-recovery model in order to support the efforts of the Bambari/Bria Hub as well as continue to provide services to other areas of the country.

Activity 1.1.3

Management of humanitarian organization's requests

In order to respond to NGO' needs and humanitarian's priorities, the NGO partners will sign a Memorandum of Understanding which is unique to the Bambari Hub services that describes the services proposed with an end date corresponding to the end date of the programme (maximum 6 months of validity).

Once the MoU is signed:

The following documentation is filled in by the requesting organizations when demanding for a new transportation operation:

Transport demand: This is the only document to be completed by the requesting organization whenever there is a need of the logistics platform's service.

After the request's confirmation receipt, HI is obligated to propose to the organization the transportation's fare within 48 hours (often occurs the same day). This proposal contains the transportation details and loading conditions, which will allow the organizations to organize the shipment. Once the demand has been received and verified as above, the transport is offered at no-cost to the then beneficiary organization. This will open up the service to more humanitarian actors to properly respond to the emergency in the zone, most notably local NGOs that may otherwise have financial difficulty accessing efficient transport services.

Activity 1.1.4

Data Management

Monitoring tools for transport operations include the following information:

- HI waybill and contract
- Request number, NGOs, Project, Sector
- Weight / volume transported
- Place and date of loading and delivery
- Contract Reference and cost

The overall information is kept in a database for the monitoring of the operations. This system allows the optimization of needs by beneficiary organization operating in the same geographical area.

Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.1.1	Logistique	Number of beneficiary organizations using the service					33
Means of Verification : Excel sheet data base							
Indicator 1.1.2	Logistique	% of beneficiary organizations satisfied by HI/ATLAS "road transportation service"					90
Means of Verification : "Partners Satisfaction Survey" done by HI							
Indicator 1.1.3	Logistique	% of DT (Demande de Transport) submitted by requesting organizations and accepted by HI/ATLAS (90%)					90
Means of Verification : Data base transport							
Indicator 1.1.4	Logistique	Number of Impact Studies done in response to Bambari/Bria Hub installation					1
Means of Verification : Impact study done by HI program team							
Indicator 1.1.5	Logistique	# de MT de cargo transporté par route par mois					400
Means of Verification : Data base transport, transportation contracts							
Output 1.2							
Description							
Capacities of temporary storage and warehousing of humanitarian goods in Bambari and Bria is reinforced							
Assumptions & Risks							
<p>Assumptions:</p> <p>Security situation: the security situation, particularly related to non-state actors and a fragile political environment, does not disrupt the planned activities of the logistic platform's partners;</p> <p>Humanitarian activities increase demand for temporary warehousing of goods</p> <p>Partners are willing to utilize the transport portion of the logistics platform from HI and their demand is stable or increases</p> <p>Risk: Security situation prevents beneficiary organizations from implementing the planned activities</p> <p>Mitigation: Coordination of security checks and respect of HI security procedures & standards;</p> <p>Risk: Security of Bambari and/or the warehouse locale is compromised during a rise in tensions</p> <p>Mitigation: Guards staffed 24/7 on the warehouse grounds, compliance with HI/AL security requirements for properties (walls, lights, gates),</p> <p>Risk: Loss of goods due to pests, fluctuating climate</p> <p>Mitigation: Pest control is maintained through regular pesticide treatments, landworks prevent rain and other water sources from entering the temporary warehouse, the warehouse will not be used for goods requiring compliance in the cold-chain</p>							
Activities							
Activity 1.2.1							
<p>Provision of storage facilities to implementing humanitarian actors in Bambari and Bria</p> <p>In order to provide an enhanced logistics platform service, the program will host a warehouse space of a minimum of 320m² for users of the transport service . The warehousing will be available on a time-limited basis depending on the date of delivery to the warehouse and the date of delivery to the activity site(s). The warehouse is seen as crucial in a regional Logistics Hub as the majority of purchases will be made in Bangui and transferred to the program zones. An active coordination with the beneficiary organizations will be maintained so as to be able to respond urgently to the dynamic needs of planned activities. In order to maintain an efficiency of the space, the warehouse will not be made available for contingency stocks due to the varying and evolving transportation needs. To ensure the warehousing needs are met on longer term basis, there will be a coordinated effort between PUI's Logistics Platform warehousing services in Bangui for goods procured in the capital to ensure timely delivery to the activity zones in Bambari and Bria. In the event of the need of overflow capacity in Bambari, the program will retain the option to install a second temporary warehouse based on demand and/or coordinate with WFP's warehousing to accommodate the need.</p>							
Indicators							
Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.2.1	Logistique	# de Wiikhall mis à disposition des partenaires humanitaires					1
Means of Verification : Shipment tracking database, physical installation of warehouse							
Indicator 1.2.2	Logistique	Volume of additional temporary warehouse space made available (m3)					1,000
Means of Verification : Installation of temporary warehouse							
Additional Targets :							
M & R							
Monitoring & Reporting plan							

The MEAL strategy relies on tools followed to facilitate the collection and compilation of qualitative and quantitative data of which analysis allows enhancing the efficiency of the proposed action. Tools such as quality repository or quarterly inter services review help develop a reactive analysis of the deployed operations.

HI regularly monitors projects to ensure the achievement and measurability of expected program results. The teams use tools including a work-plan, a monthly indicators follow up, a team analysis of the impact of the project based on quality criteria, and an updated organizational chart. Information is collected and analyzed in a monthly narrative Sitrep (Situation report) sent to the Head of Mission and the Head Quarters. In addition, HI has developed a dedicated data management system in order to monitor project indicators and consolidated data on the project. The implementation of this tool is also directly linked to the implementation of the cost recovery mechanism and will allow a close follow up of each contract and of each beneficiary organization. The use of this new tool will be supervised by the database officer.

The MEAL policy action is based on the recent Programming, Monitoring and Evaluation Policy developed by HI. It aims at increasing transparency, enhancing the lessons learned from field experiences and emphasizing the quality of the action, as well as the accountability and the participation of teams in the field.

Workplan													
Activitydescription	Year	1	2	3	4	5	6	7	8	9	10	11	12
<p>Activity 1.1.1: Identification of transport service providers The Hub in Bambari will furnish its own transport (truck, 4x4, car depending on accessibility and cost) through rentals on an ad-hoc basis. Identification of the rental market will be performed in parallel with the installation of the Hub.</p> <p>Handicap International has built a strong network within the transport sector in Bangui which has allowed the capacity to ship to any location in the country. In Bangui, the transport sector is gradually revitalizing: against an initial estimated capacity of 60 trucks (as of November 2014), HI currently uses 151 different trucks (mainly Renault, Iveco and Mercedes).</p> <p>The risks present are due to a poor standard of transport quality available in the country (trucks are poorly maintained), but are largely mitigated by the selection operated by HI experts, evaluating in particular:</p> <ul style="list-style-type: none"> - the credibility and reliability of the suppliers - the availability of trucks - the compliance with national laws (i.e. legal registration) - the conditions of the vehicles - the insurance conditions - the freight cost - the geographic constraints 	2017		X	X	X	X	X	X	X				
<p>Activity 1.1.2: Installation of Regional Logistics Platform Hub(s) and provision of land transportation services The main activity of the project (transport by road) is to reduce logistic costs by optimizing resources and providing a safe and quality transportation for humanitarian partners operating in remote areas.</p> <p>To respond to the emergency in Bambari and Bria more effectively, the program will open at least one regional hub in Bambari, while investigating the cost effectiveness of a second hub in Bria. The hub(s) will include free secondary transport from the hub to activity sites by truck, 4x4, or light 4x4 depending on the route and the seasonal conditions. Though transport departing from Bangui will remain on a cost-recovery model so as to continue to improve the program's economic sustainability, the free transport from Bambari hub is offered in an emergency context so as to broaden the reach of the program to new humanitarian partners who may have been financially prohibited from accessing the service. Local partners will be specifically targeted by the Platform's communications in hopes to reinforce their access to the local populations and their interventions that INGOs may not otherwise have.</p> <p>The logistics platform in Bangui will continue to operate in a cost-recovery model in order to support the efforts of the Bambari/Bria Hub as well as continue to provide services to other areas of the country.</p>	2017		X	X	X	X	X	X	X				

<p>Activity 1.1.3: Management of humanitarian organization's requests In order to respond to NGO' needs and humanitarian's priorities, the NGO partners will sign a Memorandum of Understanding which is unique to the Bambari Hub services that describes the services proposed with an end date corresponding to the end date of the programme (maximum 6 months of validity). Once the MoU is signed:</p> <p>The following documentation is filled in by the requesting organizations when demanding for a new transportation operation: Transport demand: This is the only document to be completed by the requesting organization whenever there is a need of the logistics platform's service.</p> <p>After the request's confirmation receipt, HI is obligated to propose to the organization the transportation's fare within 48 hours (often occurs the same day). This proposal contains the transportation details and loading conditions, which will allow the organizations to organize the shipment. Once the demand has been received and verified as above, the transport is offered at no-cost to the then beneficiary organization. This will open up the service to more humanitarian actors to properly respond to the emergency in the zone, most notably local NGOs that may otherwise have financial difficulty accessing efficient transport services.</p>	2017	X	X	X	X	X	X	X	X						
<p>Activity 1.1.4: Data Management Monitoring tools for transport operations include the following information: - HI waybill and contract - Request number, NGOs, Project, Sector - Weight / volume transported - Place and date of loading and delivery - Contract Reference and cost The overall information is kept in a database for the monitoring of the operations. This system allows the optimization of needs by beneficiary organization operating in the same geographical area.</p>	2017	X	X	X	X	X	X	X	X						
<p>Activity 1.2.1: Provision of storage facilities to implementing humanitarian actors in Bambari and Bria In order to provide an enhanced logistics platform service, the program will host a warehouse space of a minimum of 320m² for users of the transport service . The warehousing will be available on a time-limited basis depending on the date of delivery to the warehouse and the date of delivery to the activity site(s). The warehouse is seen as crucial in a regional Logistics Hub as the majority of purchases will be made in Bangui and transferred to the program zones. An active coordination with the beneficiary organizations will be maintained so as to be able to respond urgently to the dynamic needs of planned activities. In order to maintain an efficiency of the space, the warehouse will not be made available for contingency stocks due to the varying and evolving transportation needs. To ensure the warehousing needs are met on longer term basis, there will be a coordinated effort between PUI's Logistics Platform warehousing services in Bangui for goods procured in the capital to ensure timely delivery to the activity zones in Bambari and Bria. In the event of the need of overflow capacity in Bambari, the program will retain the option to install a second temporary warehouse based on demand and/or coordinate with WFP's warehousing to accommodate the need.</p>	2017	X	X	X	X	X	X	X	X						

OTHER INFO

Accountability to Affected Populations

The direct beneficiaries of this project are humanitarian actors operating in CAR (specifically with programs in Bambari and Bria). These will be consulted throughout every stage of the project:

Initial assessment: at project design phase, humanitarian actors were consulted over their needs in terms of logistic support in the country. HI then performed a needs' analysis and elaborated relevant solutions in line with its mandate and expertise.

Project design: partners have validated programmatic strategy of HI through the logistic clusters and confirmed it through endorsement letters.

Kick-off: during the launch of the Bambari Hub, partners will be consulted to review and adjust the solutions provided. HI is seeking partners' support to understand their areas of intervention and their presence in emergency, post-emergency or development operations. HI prioritizes the players involved in the emergency response.

Implementation: throughout the project, the beneficiary organizations will be involved continuously to prioritize emergency responses through the logistics cluster, as well as through regular feedbacks thanks to an improved communication and M&E policy. The beneficiary organizations will benefit from our advisory role before and throughout the supply chain as soon as they request it.

Implementation Plan

The management of the project is ensured by a chain of responsibilities, at field level and coordination level:

-The Head of Mission is responsible for the overall supervision of the mission including security management, strategy definition, internal coordination and HR management, external representation towards humanitarian stakeholders, authorities and donors etc.

-The Operations Coordinator is responsible of the running of the logistics platform in Bangui including project implementation, local external representation and support services supervision.

-The Logistics Coordinator and the Administrative Coordinator are responsible for the management of program support services (Administration, Finances, Human Resources and Logistics). They, in coordination with project team, ensure a thorough financial and logistical support to the project as well as the compliance with HI and OFDA and Humanitarian Fund CAR guidelines.

-The Head of Transportation Operation responsible for the overall implementation and follow-up of the project, ensuring a smooth coordination with HI internal services and PF beneficiaries, and guaranteeing the quality and the respect of the project logical framework.

-The Head of Bambari Hub is responsible for the implementation, management, coordination, communication, and representation of all Logistics Platform activities in Bambari and Bria and works in direct collaboration with the Head of Transportation Operation in Bangui..

Handicap International Federation has its own Code of Conduct guaranteeing a full involvement in favor of the enforcement of humanitarian principles to which every mission is referring and enforcing their respect by all the employees.

Coordination with other Organizations in project area

Name of the organization	Areas/activities of collaboration and rationale
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Environment Marker Of The Project

B+: Medium environmental impact with mitigation(sector guidance)

Gender Marker Of The Project

1- The project is designed to contribute in some limited way to gender equality

Justify Chosen Gender Marker Code

The majority of direct beneficiaries of the intervention are in fact humanitarian organizations. However, in order to comply with HI's own gender and non-discrimination policies, the 11 new national staff recruitments based at the Hub will target and encourage qualified women to apply for the openings.

According to the principle of non-discrimination, the Organization ensures an equal treatment between men and women. Thus, in its working environment and its human resources management, the Organization ensures the professional and wage equality and the full participation of both men and women. Staff recruited within Handicap International will receive training on: humanitarian principles, vulnerability criteria, confidentiality in data collection, the Institutional Protection policy against Sexual Exploitation and Abuse (PSEA).

Additionally, Handicap International intervention will guarantee the application of protection principals by ensuring that our activities would not have a negative impact on the zones of intervention. Internally, protection mainstreaming is also emphasized through our management guidelines and we provide regular training on these issues to our local staff.

Finally, each supplier, in order to be recognized as Handicap International transport partner, will sign and follow HI/ATLAS Institutional Policies (Annex).

Protection Mainstreaming

Direct beneficiaries are Humanitarian organizations, not people. However all activity that the Logistics Platform performs is for the benefit of all programs, including those of protection programs put in place by beneficiary organizations (of which there are 19 potential and current beneficiary organizations in Ouaka prefecture, and 9 in Haute-Kotto)

For other details concerning HI policies (protection, gender, security & safety), please refer to the chapter above and to the Annex.

Country Specific Information

Safety and Security

The operational decisions taken by HI take safety and security risks into account at all stages of intervention; from the design phase through to the withdrawal phase.

-Road Transportation; HI is mainly is operating from Bangui, while organizing road transportation on - potentially - all Provinces of CAR. Security of routes is monitored to mitigate risks that can be faced while transporting humanitarian relied materials.

-Bambari Hub: An active security monitoring and liaising with local security actors will be ensured. This will be supported by periodic visits and evaluations by the HI Head of Security in CAR.

Access

The aim of safety and security management within Handicap International is to enable the implementation of its programs, while minimizing the risks for its staff, partners and beneficiaries.

HI's approach to safety and security is one of risk management. The organization endeavors to ensure that it has a sound understanding of its working environment at all times and effective safety and security management procedures in place. The aim is to reduce the risks faced, and to be in possession of the information needed to decide whether the residual risk is acceptable and manageable. Rather than deterrence, Handicap International favors "acceptance" and "protection" in its approach to safety and security management.

The safety and security management of the mission has been designed in order to:

- Ensure the security and safety of all staff members, the partners and beneficiaries;
- Enable and facilitate the smooth implementation of the activities;
- Provide decision-making support (access to areas, continuity of actions, stand by, temporary withdrawal, adapted working hours, etc.);
- Analyze the environment to mitigate the risk

The updates of key documents have been based upon the prerequisite risk analysis and the networking developed with other INGOs, UN agencies and other local stakeholders.

BUDGET

Code	Budget Line Description	D / S	Quantity	Unit cost	Duration Recurrence	% charged to CHF	Total Cost
Staff and Other Personnel Costs							
1.1	Head of Transportation Operation assistant	D	1	697.00	6	50.00	2,091.00
	<i>Logistics platform / National staff / Analysis of transportation request, analysis of cotations , selection of services</i>						
1.2	Dock Chief Cross Docking Area Bangui	D	1	601.00	6	50.00	1,803.00
	<i>Logistics platform / NAT staff / Bangui / In charge of stock management and stock transfer</i>						
1.3	Covoy and loading supervisor	D	1	475.12	6	50.00	1,425.36
	<i>Logistics platform / NAT staff / Bangui / Monitoring of trucks and communication with partners and service provider / Supervision of conveyors</i>						
1.4	Conveyor Bangui	D	3	305.00	6	50.00	2,745.00
	<i>Logistics platform / NAT staff / Bangui / Ensure proper follow up of HI SOPs of service provider while transporting humanitarian goods (3 in Bangui, 3 in Bambari)</i>						
1.5	Transport Secretary	D	1	362.37	6	50.00	1,087.11
	<i>Logistics platform / NAT staff / Bangui / Ensure administrative follow-up of transportation's contracts and quality of procurement files</i>						
1.6	Platform Guards (Bangui/Bambari)	D	12	205.81	6	75.00	11,113.74
	<i>Logistics platform / NAT staff / Bangui / Ensure security within HI bases (project)</i>						
1.7	Responsable de PROJET/Hub "BAMBARI"	D	1	825.00	6	100.00	4,950.00
	<i>Head platform / NAT staff / Bambari</i>						
1.8	Head of Transportation Operation	D	1	5,512.29	6	50.00	16,536.87
	<i>Logistics platform / EXPAT Staff/ Bangui / Logistics platform Project Manager; ensure the implementation and the monitoring of activities</i>						
1.9	Operations Coordinator	D	1	5,512.29	6	30.00	9,922.12
	<i>Logistics Platform / EXPAT Staff / Bangui / Coordination of all activities related to HI Logistics Platform</i>						
1.10	Base Logistician	s	1	611.37	6	50.00	1,834.11
	<i>LOG Dpt / NAT staff / Bangui / Follow up of HI logistics needs at Bangui's level</i>						
1.11	Log ADMIN Base Bambari	D	1	681.88	6	100.00	4,091.28
	<i>LOG ADMIN Dpt / NAT staff / Bambari/</i>						
1.12	Responsible Security	s	1	650.00	6	50.00	1,950.00
	<i>Security officer to guarantee safety of ongoing activities /NAT Staff/ Bangui</i>						
1.13	Support Driver	s	4	251.94	6	50.00	3,023.28

	<i>LOG Dpt / NAT staff / Bangui</i>						
1.14	Guards (office)	s	6	205.81	6	50.00	3,704.58
	<i>LOG Dpt / NAT staff / Bangui / Ensure security within HI bases (coordination office)</i>						
1.15	Office Cleaner (Office and Platform)	s	1	189.23	6	50.00	567.69
	<i>LOG Dpt / NAT staff / Bangui</i>						
1.16	Logistics Coordinator	s	1	5,512.19	6	30.00	9,921.94
	<i>LOG Dpt / EXPAT Staff / Bangui / Managing Logistics' team and ensure respect of processes at HI mission's level</i>						
1.17	HR Assistant	S	1	390.00	6	50.00	1,170.00
	<i>FIN Dpt / NAT staff / Bangui / Support of Admin Coordinator</i>						
1.18	Finance Assistant	S	1	457.75	6	50.00	1,373.25
	<i>FIN Dpt / NAT staff / Bangui / Support of Admin Coordinator</i>						
1.19	Administrative Coordinator	S	1	5,512.29	6	30.00	9,922.12
	<i>FIN Dpt / EXPAT Staff / Bangui / Managing Administrative and Finance's team and ensure respect of processes at HI mission's level</i>						
1.20	Head Of Mission	S	1	5,512.29	6	16.77	5,546.47
	<i>Head of Mission / EXPAT Staff / Bangui / HI Representative in CAR</i>						
1.21	Responsible of Hub and Logistics Sub Cluster	D	1	5,512.29	5	100.00	27,561.45
	<i>Logistics platform / EXPAT staff / Bambari / Responsible of launching the Bambari Hub</i>						
1.22	Fringe Benefits Project NAT staff	D	11	92.36	6	100.00	6,095.76
	<i>All Taxes and Benefits covered by HI/ATLAS, above net salary for employees such as CNSS, ACPE, specific trainings (security, etc.), medical cost coverage defined through a global CAR HR policy</i>						
1.23	Fringe Benefits Expatriates Staff	S	5	1,250.00	3	100.00	18,750.00
	<i>Costs related to employ International Staff: Guest house accommodation and related costs, travel and visa costs for Expats</i>						
1.24	Fringe Benefits Support NAT staff	S	28	92.36	6	50.00	7,758.24
	<i>All Taxes and Benefits covered by HI/ATLAS, above net salary for employees such as CNSS, ACPE, specific trainings (security, etc.), medical cost coverage defined through a global CAR HR policy</i>						
1.25	Convoyeur Bambari	D	3	475.12	6	100.00	8,552.16
	<i>Logistics platform / NAT staff / Bangui / Ensure proper follow up of HI SOPs of service provider while transporting humanitarian goods (3 in Bangui, 3 in Bambari)</i>						
	Section Total						163,496.53
	Supplies, Commodities, Materials						
2.1	Pest control	D	1	100.00	3	100.00	300.00
	<i>Glue rat trap and cats to protect the stock against pests</i>						
2.2	Fuel (Platform Generator)	D	1	450.00	3	100.00	1,350.00
	<i>Logistic platform / Fuel for the generator of the logistic platform (frequent power outages in Bangui)</i>						
	Section Total						1,650.00
	Equipment						
3.1	Temporary Warehouse Installation and materials	D	350	5.00	1	100.00	1,750.00
	<i>Logistic platform / 200 pallets for the stocking area. The majority of equipment has been bought on the old project.</i>						
	Section Total						1,750.00

Contractual Services							
4.1	Logistic Platform leveling work	D	1	796.77	1	100.00	796.77
	<i>Earthworks to allow trucks to access the logistic platform during the rainy season</i>						
4.2	Logistic platform / Generator maintenance	D	1	100.00	6	100.00	600.00
	<i>The Generator is already available at the Logistic Platform and needs the connection in Bambari only to be operational. Additional costs for regular maintenance.</i>						
	Section Total						1,396.77
Travel							
5.1	Travel expenses project supervisor staff	D	1	600.00	6	100.00	3,600.00
	<i>2 visits to regional hub per month for 6 months (2*6*\$200) + 2 nights lodging per trip</i>						
	Section Total						3,600.00
General Operating and Other Direct Costs							
7.1	Rent & fuel cost for the Platform's vehicles	D	1	2,050.40	6	30.00	3,690.72
	<i>Logistic platform / Rent: \$1,877 / month; Fuel: \$173 / month (driver is included in the rental costs)</i>						
7.2	Platform rental	D	1	1,384.24	6	50.00	4,152.72
	<i>Logistic platform / Rental: \$1,384 / month</i>						
7.3	Platform running costs	D	1	340.50	6	50.00	1,021.50
	<i>Logistic platform / Drinking water, electricity, supplies and maintenance</i>						
7.4	Internet subscription (Platform)	D	1	486.00	6	50.00	1,458.00
	<i>Logistics Platform, 3G Internet Hub and monthly credit</i>						
7.5	Security Communication registration (ART)	S	1	637.42	1	30.00	191.23
	<i>Subscription to the Telecommunications Agency (Agence de Régulation des Télécommunications) is compulsory for the use of VHF radios</i>						
7.6	Platform rental (Bambari)	D	1	796.77	6	100.00	4,780.62
	<i>Logistic platform / Rental: \$797 / month</i>						
7.7	Office rental Bangui	S	1	2,868.39	6	50.00	8,605.17
	<i>Coordination and support office rental: \$2868,39/month</i>						
7.8	Running costs Bangui office	S	1	605.60	6	50.00	1,816.80
	<i>Drinking water, electricity, supplies, maintenance and fuel for generator</i>						
7.9	Rent & fuel cost for the support vehicles	S	2	2,050.40	6	50.00	12,302.40
	<i>Rent: \$1,877 / month; Fuel: \$173 / month (driver is included in the rental costs)</i>						
7.10	Laptop	D	2	650.00	1	100.00	1,300.00
	<i>2 laptop comuters for new staff at Bambari Hub</i>						
7.11	Printer Multifunction	D	1	300.00	1	100.00	300.00
	<i>For printing and archiving at Bambari Hub</i>						
7.12	Internet subscription Bangui office	S	1	486.00	3	30.00	437.40
	<i>Monthly fee: \$486</i>						
7.13	Communication costs (mobile phone)	S	1	191.23	6	50.00	573.69

	<i>Scratch cards for staff (Telecel/Orange/Moov): \$200 (multiple operators to cover the different areas of the Country) / Post Paid subscription : \$ 200</i>						
7.14	Office supplies	S	1	350.00	6	50.00	1,050.00
	<i>Stationery, small equipment, small IT consumables – flash disks; renewal of batteries; chargers; etc.; toner printers, replacement of the defective fans</i>						
7.15	Visibility (transport)	D	1	1,000.00	1	100.00	1,000.00
	<i>Stickers and flags for trucks; T-shirts / Uniforms for convoyers</i>						
7.16	International Mail (DHL)	S	1	235.00	6	30.00	423.00
	<i>Cost of the monthly shipment of finance documentation due to HQ</i>						
7.17	Bank charges	S	1	319.70	6	30.00	575.46
	<i>Costs related to bank accounts' management (transfer, cheque books, fees, etc)</i>						
7.18	Legal fees	S	1	520.00	6	30.00	936.00
	<i>Hire of a lawyer for legal consultancy and support for administrative procedures: \$520 / Month</i>						
7.19	Regional delivery from Bambari Hub	D	3	9,000.00	6	100.00	162,000.00
	<i>Rental of transport vehicles for free regional delivery for partners serving Bambari and Bria (2 vehicles x \$9000/month x 6 months)</i>						
7.20	Rental Car/Running Costs Bambari	D	1	2,050.00	6	100.00	12,300.00
	<i>Transport of Bambari project staff within regional activity zones</i>						
	Section Total						218,914.71
SubTotal				468.00			390,808.01
Direct							298,375.18
Support							92,432.83
PSC Cost							
PSC Cost Percent							7.00
PSC Amount							27,356.56
Total Cost							418,164.57

Project Locations							
Location	Estimated percentage of budget for each location	Estimated number of beneficiaries for each location					Activity Name
		Men	Women	Boys	Girls	Total	
Ouaka -> Bambari	60		28			28	<p>Activity 1.1.1 : Identification of transport service providers The Hub in Bambari will furnish its own transport (truck, 4x4, car depending on accessibility and cost) through rentals on an ad-hoc basis. Identification of the rental market will be performed in parallel with the installation of the Hub.</p> <p>Handicap International has built a strong network within the transport sector in Bangui which has allowed the capacity to ship to any location in the country. In Bangui, the transport sector is gradually revitalizing: against an initial estimated capacity of 60 trucks (as of November 2014), HI currently uses 151 different trucks (mainly Renault, Iveco and Mercedes). The risks present are due to a poor standard of transport quality available in the country (trucks are poorly maintained), but are largely mitigated by the selection operated by HI experts,</p>

evaluating in particular:

- the credibility and reliability of the suppliers
- the availability of trucks
- the compliance with national laws (i.e. legal registration)
- the conditions of the vehicles
- the insurance conditions
- the freight cost
- the geographic constraints

Activity 1.1.2 : Installation of Regional Logistics Platform Hub(s) and provision of land transportation services

The main activity of the project (transport by road) is to reduce logistic costs by optimizing resources and providing a safe and quality transportation for humanitarian partners operating in remote areas.

To respond to the emergency in Bambari and Bria more effectively, the program will open at least one regional hub in Bambari, while investigating the cost effectiveness of a second hub in Bria. The hub(s) will include free secondary transport from the hub to activity sites by truck, 4x4, or light 4x4 depending on the route and the seasonal conditions. Though transport departing from Bangui will remain on a cost-recovery model so as to continue to improve the program's economic sustainability, the free transport from Bambari hub is offered in an emergency context so as to broaden the reach of the program to new humanitarian partners who may have been financially prohibited from accessing the service. Local partners will be specifically targeted by the Platform's communications in hopes to reinforce their access to the local populations and their interventions that INGOs may not otherwise have.

The logistics platform in Bangui will continue to operate in a cost-recovery model in order to support the efforts of the Bambari/Bria Hub as well as continue to provide services to other areas of the country.

Activity 1.1.3 : Management of humanitarian organization's requests

In order to respond to NGO' needs and humanitarian's priorities, the NGO partners will sign a Memorandum of Understanding which is unique to the Bambari Hub services that describes the services proposed with an end date corresponding to the end date of the programme (maximum 6 months of validity). Once the MoU is signed:

The following documentation is filled in by the requesting organizations when demanding for a new transportation operation:

Transport demand: This is the only document to be completed by the requesting organization whenever there is a need of the logistics platform's service.

After the request's confirmation receipt, HI is obligated to propose to the organization the transportation's fare within 48 hours (often occurs the same day). This proposal contains the transportation details and loading conditions, which will allow the organizations to organize the shipment. Once the demand has been received and verified as above, the transport is offered at no-cost to the then beneficiary organization. This will open up the service to more humanitarian actors to properly respond to the emergency in the zone, most notably local NGOs that may otherwise have financial difficulty accessing efficient transport services.

Activity 1.1.4 : Data Management

Monitoring tools for transport operations include the following information:

- HI waybill and contract

						<ul style="list-style-type: none"> - Request number, NGOs, Project, Sector - Weight / volume transported - Place and date of loading and delivery - Contract Reference and cost <p>The overall information is kept in a database for the monitoring of the operations. This system allows the optimization of needs by beneficiary organization operating in the same geographical area.</p> <p>Activity 1.2.1 : Provision of storage facilities to implementing humanitarian actors in Bambari and Bria</p> <p>In order to provide an enhanced logistics platform service, the program will host a warehouse space of a minimum of 320m² for users of the transport service . The warehousing will be available on a time-limited basis depending on the date of delivery to the warehouse and the date of delivery to the activity site(s). The warehouse is seen as crucial in a regional Logistics Hub as the majority of purchases will be made in Bangui and transferred to the program zones. An active coordination with the beneficiary organizations will be maintained so as to be able to respond urgently to the dynamic needs of planned activities. In order to maintain an efficiency of the space, the warehouse will not be made available for contingency stocks due to the varying and evolving transportation needs. To ensure the warehousing needs are met on longer term basis, there will be a coordinated effort between PUI's Logistics Platform warehousing services in Bangui for goods procured in the capital to ensure timely delivery to the activity zones in Bambari and Bria. In the event of the need of overflow capacity in Bambari, the program will retain the option to install a second temporary warehouse based on demand and/or coordinate with WFP's warehousing to accommodate the need.</p>
Haute Kotto -> Bria	10	5			5	<p>Activity 1.1.3 : Management of humanitarian organization's requests</p> <p>In order to respond to NGO' needs and humanitarian's priorities, the NGO partners will sign a Memorandum of Understanding which is unique to the Bambari Hub services that describes the services proposed with an end date corresponding to the end date of the programme (maximum 6 months of validity). Once the MoU is signed:</p> <p>The following documentation is filled in by the requesting organizations when demanding for a new transportation operation: Transport demand: This is the only document to be completed by the requesting organization whenever there is a need of the logistics platform's service.</p> <p>After the request's confirmation receipt, HI is obligated to propose to the organization the transportation's fare within 48 hours (often occurs the same day). This proposal contains the transportation details and loading conditions, which will allow the organizations to organize the shipment. Once the demand has been received and verified as above, the transport is offered at no-cost to the then beneficiary organization. This will open up the service to more humanitarian actors to properly respond to the emergency in the zone, most notably local NGOs that may otherwise have financial difficulty accessing efficient transport services.</p>
Bangui	30					<p>Activity 1.1.1 : Identification of transport service providers</p> <p>The Hub in Bambari will furnish its own transport (truck, 4x4, car depending on accessibility and cost) through rentals on an ad-hoc basis. Identification of the rental market will be performed in parallel with the installation of the</p>

Hub.

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The risks present are due to a poor standard of transport quality available in the country (trucks are poorly maintained), but are largely mitigated by the selection operated by HI experts, evaluating in particular:

- the credibility and reliability of the suppliers
- the availability of trucks
- the compliance with national laws (i.e. legal registration)
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- the freight cost
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Transport demand: This is the only document to be completed by the requesting organization whenever there is a need of the logistics platform's service.

After the request's confirmation receipt, HI is obligated to propose to the organization the transportation's fare within 48 hours (often occurs the same day). This proposal contains the

transportation details and loading conditions, which will allow the organizations to organize the shipment. Once the demand has been received and verified as above, the transport is offered at no-cost to the then beneficiary organization. This will open up the service to more humanitarian actors to properly respond to the emergency in the zone, most notably local NGOs that may otherwise have financial difficulty accessing efficient transport services.

Activity 1.1.4 : Data Management

Monitoring tools for transport operations include the following information:

- HI waybill and contract
- Request number, NGOs, Project, Sector
- Weight / volume transported
- Place and date of loading and delivery
- Contract Reference and cost

The overall information is kept in a database for the monitoring of the operations. This system allows the optimization of needs by beneficiary organization operating in the same geographical area.

Documents

Category Name	Document Description
Project Supporting Documents	IP06_PME Eng.pdf
Project Supporting Documents	PI01-ChildProtection-EN.pdf
Project Supporting Documents	PI02-GenderPolicy-EN.pdf
Project Supporting Documents	PI03-ProtocBenefic-EN.pdf
Project Supporting Documents	PI05-SecurityPolicy-EN.pdf
Project Supporting Documents	PosterQualityFrameworkHI Eng.pdf
Budget Documents	Budget HI FondsHumanitaires.xlsx
Budget Documents	Narratif Budgetaire STAFF.docx
Budget Documents	CAR_CHF2017_Budget HI FondsHumanitaires 20170209.xlsx
Project Supporting Documents	Organisation Bénéficiaires à cibler.pdf
Project Supporting Documents	Organisation Bénéficiaires à cibler V2.pdf