USAID | DELIVER PROJECT

Task Order 2, Avian Influenza

Semi-Annual Report: October 2007–March 2008

MARCH 2008

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USAID | DELIVER PROJECT, Task Order 2
The USAID | DELIVER PROJECT, Task Order 2, is funded by the U.S. Agency for International Development under contract no. GPO-I-02-06-00007-00, beginning March 21, 2007. Task Order 2 is implemented by John Snow, Inc., in collaboration with PATH; Crown Agents Consultancy, Inc.; Fuel Logistics Group (Pty) Ltd.; UPS Supply Chain Solutions; Family Health International; The Manoff Group; MAP International; and 3i Infotech. Task Order 2 manages a global distribution mechanism for commodities to prevent and mitigate outbreaks of existing and emerging pandemic threats. Task Order 2 also assists in forecasting and procurement planning for developing countries and helps pre-position commodities in national and regional warehouses for rapid deployment in case of outbreaks.

Abstract
This report documents the activities of Task Order 2, Avian Influenza during the 2007–2008 fiscal year, from October 2007 to March 2008. Key sections include project management changes, global distribution mechanisms, and managing the global stockpile of Avian Influenza commodities.

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Contents

Acronyms

3-D	Depopulation, Decontamination, and Disposal
AED	Academy for Educational Development
AI	avian influenza
AIIS	Avian Influenza International Stockpile
API	Avian and Pandemic Influenza
CAUSA	Crown Agents USA, Inc.
CDC	Centers for Disease Control and Prevention
CRZ	contamination reduction zone
CTO	Cognizant Technical Officer
EDI	Electronic data interchange
ERP	Enterprise Resource Planning
FAO	Food and Agriculture Organization
FHI	Family Health International
FOH	Federal Occupational Health
ILRI	International Livestock Research Institute
IQC	Indefinite Quantity Contract
JSI	John Snow, Inc.
LMIS	logistics management information system
MAP	Medical Assistance Programs
MIS	management information system
MOA	Ministry of Agriculture
OR	operations research
PDF	portable document format
PMP	performance monitoring plan
PPE	personal protective equipment
QA	quality assurance
R1	first release
RAT	rapid antigen test
RDC	regional distribution center

RHI	Reproductive health interchange
SBS	Surveillance Biosecurity
SOP	standard operating procedure
SOT	Supply Operations Team
STOP-AI	Stamping Out Pandemic and Avian Influenza
STTA	short-term technical assistance
TA	technical assistance
TO	task order
TO2	Task Order 2
TOT	train-the-trainer
UNICEF	United Nations Children's Emergency Fund
UPS SCS	United Parcel Service Supply Chain Solutions, Inc.
USAID	U.S. Agency for International Development
USAID/W	U.S. Agency for International Development/Washington, D.C.
USDA	U.S. Department of Agriculture
UTM	universal transport medium
WHO	World Health Organization

Background

The USAID | DELIVER PROJECT, Task Order 2, Avian Influenza contract was awarded on March 22, 2007, to support the management of the U.S. Agency for International Development (USAID) Avian Influenza International Stockpile (AIIS) and to distribute avian influenza (AI) commodities to recipient countries throughout the globe. Ensuring the availability of personal protective equipment (PPE), decontamination equipment, and laboratory specimen and testing supplies supports the effective implementation of surveillance and outbreak response activities in countries at risk for and currently experiencing H5N1 outbreaks. Task Order 2 (TO2) was designed to meet the specific challenges of stockpile management and international distribution of the stockpile commodities. In addition to the initial Activity One award, Activity Two was enacted on September 27, 2007, allowing the task order (TO) to conduct further procurement to meet USAID AI priorities. The TO objectives are as follows:

- Establish and operate a secure and reliable global distribution mechanism for current and future USAID AIIS assets.
- Establish a comprehensive management information system (MIS) to provide up-to-date information on the assets managed by the global distribution mechanism.
- Procure, assemble, and distribute additional assets, as required.
- Provide technical assistance (TA) to recipient countries, as required.

Under TO2, the investments will lead to the following results:

- Stocks will be pre-positioned in national and regional warehouses worldwide to ensure that national and international authorities will be able to respond to and contain disease outbreaks quickly.
- USAID will be able to:
  - Rapidly distribute additional stockpile commodities to countries when an outbreak occurs.
  - Have access to information on stockpile commodities available in U.S. and regional warehouses; on commodities shipped to and received in individual countries; and on quantities distributed and needed, by country.
  - Have cost-effectively procured additional assets to meet evolving highly pathogenic AI outbreak containment needs
- In-country coordination of the receipt, storage, and distribution of AIIS commodities will have improved.

Project Management

TO2 experienced a significant loss with the death of our director, Steve Wilbur, in February 2008. IQC Director Edward Wilson will serve as Interim Director until a replacement is in place. The Country Operations Manager returned from maternity leave to ensure continuity during this challenging time. In March, the project recruited a Project Director for Task Order 2, who will begin work immediately once approved by USAID/Washington.

Under the leadership of John Snow, Inc. (JSI), each project subpartner contributes to the successful completion of the TO objectives. Medical Assistant Programs (MAP) International, a faith-based organization with more than 25 years of experience in warehousing and distribution of donated medical supplies, provides the project with advanced warehousing services. It also manages the day-to-day operations of the USAID AIIS warehouse in Savannah, Georgia. United Parcel Service Supply Chain Solutions, Inc. (UPS SCS), handles all shipping, shipment tracking, and in-country delivery of AIIS commodities, and manages the regional distribution center (RDC) warehouse in Bangkok, Thailand, which opened at the end of March. Family Health International (FHI) supports the project by ensuring that all operations, including warehousing and any assembly of commodity kits, meet international quality standards. Crown Agents USA, Inc. (CAUSA), and PATH provide technical support by participating in procurement and TA activities in select countries. CAUSA can also provide country-level warehousing services where appropriate or necessary. The Manoff Group, Inc., provides strong support for TO2 communications activities and reporting requirements.

The TO management team maintains regular communication with the USAID cognizant technical officer (CTO) via CTO participation by phone in the team's weekly meetings. This enables the team to respond to the changing environment of the USAID strategy for AI containment and response, and to provide services to support new and evolving programs. USAID requests for information are met in a timely manner, drawing on inputs from the ORION/MIS, the project's financial management systems, and project records.

USAID Avian Influenza Strategy Meeting:

TO2 hosted the USAID Avian and Pandemic Influenza Unit leadership on January 8, 2008, for a strategic planning meeting focusing on various aspects of the USAID stockpile and future plans for procurement and distribution of products to support efforts in the field. The meeting provided guidance to the project in moving forward to improve the existing kits, notably diversifying the PPE kits for field and clinical uses, and revising the decontamination kit. USAID is currently reviewing meeting recommendations.

Avian Influenza Product Catalogue:

In an effort to ensure that potential recipients of USAID AI products have access to accurate information on what products are available from the AIIS as well as what products are available for special order, the project revised the AI Product Catalogue. The Catalogue is a portable document format (PDF) document available for download on the USAID | DELIVER PROJECT website.

Global Distribution System

Warehouse Management

Regional Distribution Center—Bangkok, Thailand

The project opened its flagship Regional Distribution Center (RDC) in Bangkok, Thailand, in March 2008. An official launch held to commemorate the event was attended by the U.S. Ambassador to Thailand, Eric John, the Food and Agriculture Organization (FAO) Regional Director, and the WHO Country Representative (press release attached, Appendix A).

The Bangkok RDC is operated by project subpartner UPS, in close collaboration with the SOT. The location of the RDC in Asia will allow for rapid deployment of PPE, decontamination equipment, and laboratory specimen collection kits to at-risk countries in the region. This region is the hardest hit by the H5N1 AI virus, and the close proximity of the RDC will facilitate 24- to 48-hour turnaround time on any emergency orders and one-week turnaround time for any standard orders received.

Prior to the opening of the RDC, the project sent two advisors, warehousing expert Jim Eberle and inventory management specialist Suzanne Veit, to Bangkok to assess the proposed UPS warehouse and to review processes for managing orders under the project. The Thai government has agreed to expedite processing time for export permits.

This December 2007 visit established a good working relationship and the essential communication channels between the UPS warehouse management team and the SOT.

The project pre-positioned 45,000 PPE kits, 400 decontamination kits, and 10 laboratory kits in the Bangkok warehouse, and will be available to countries in the Asia region to replenish their individual country stocks and to provide a rapid response to an emergency outbreak. A test shipment is planned for early May to ensure that all systems are operating smoothly. In addition, the CDC inventory was transferred to the UPS facility at the end of December. Since the RDC opened, the project has shipped PPE, decontamination kits, and laboratory kits to Bangladesh worth US$134,467. This shipment demonstrated a cost savings of US$52,000, which represents more than seven months of operating costs for the RDC.

USAID Stockpile—Savannah, Georgia

The project conducted an independent physical inventory count in December 2007 that highlighted several areas where procedures need to be tweaked to streamline and formalize communication of information.

Stockpile Transfer:

Working with subpartner UPS, the project transferred the last of the remaining stockpile commodities from the previous Avian and Pandemic Influenza (API) Preparedness and Response Unit contractor Federal Occupational Health (FOH). The MAP team continues to review and repack the stockpile items as necessary. A senior expert in logistics and warehouse management

joined the MAP team in September, providing day-to-day oversight to the overall operations at the warehouse.

MAP Warehouse Lease Extension:

In consultation with USAID, the lease for the warehouse space in Savannah has been extended for another year, exercising the first of three one-year extension options.

External Audit of MAP Warehouse:

Now that the stock inherited from FOH has been analyzed, sorted, and entered into inventory, the project retained a third-party firm to conduct an inventory audit of the Savannah warehouse. The findings of the December 12, 2007, audit were shared with USAID in January.

Warehouse and Operations

The project continued to manage the USAID Avian Influenza International Stockpile of personal protective equipment, decontamination equipment, and laboratory supplies. These products are ably managed by subpartner MAP International, under the oversight of the JSI Supply Operations Team. The Savannah, Georgia, warehouse provides 60,000 square feet of well-ventilated space and is equipped with forklifts, shrink-wrap machines, and other equipment to facilitate rapid and efficient packing of orders.

Task Order 2 Meeting at MAP International:

The project held a partners meeting at the MAP International warehouse in Savannah, Georgia, on January 230 25, 2008, to review progress to date in receiving and examining the large volume of products that arrived from the previous contractor, FOH, as well as to review inventory management and order processing procedures to ensure that all aspects of the TO2 process are understood and agreed-upon. As a result of this meeting, the team will tender its shipments as cartons rather than as pallets. Although this has not been a significant issue for the project, this approach will mitigate the potential loss of product in transit by improving traceability of each and every carton.

Preparation for Decontamination Kit Redesign Workshop:

The project is working with USAID to prepare for the upcoming Decontamination Kit Redesign Workshop, scheduled for April 28–May 1, 2008. This meeting will be a forum for discussion between industry experts; USAID and USDA will also use this meeting to determine the best configuration of kit contents that will meet AI containment needs in the field. USAID AI partner AED will participate in the meeting and will work with industry experts to develop a user guide for the new kit. The workshop will set the stage for the production of a prototype kit and instruction guide, which will be field tested in the coming months.

Local Storage in Indonesia to Support Operations Research:

Since locally procured materials will need to be bundled with internationally sourced ones before delivery to the various implementation sites in-country, the project has secured storage space with subcontractor UPS in Jakarta, Indonesia. UPS will manage the in-country distribution for the project.

Commodity Procurement

In September 2007, Activity Two went into effect, allowing for the procurement of commodities to replenish AIIS items, as well as other commodities requested by USAID to support AI preparedness and response activities.

Laboratory Kits:

Building on the recommendations of the AI Commodity Review held in September 2007, the project procured 200 new laboratory kits and identified 10 vendors. The kits will be assembled and ready for distribution by April 23.

Indonesia Operations Research:

Over the past year, the project has been working closely with counterparts in Indonesia to develop technical specifications and a procurement plan for poultry vaccine to support the Indonesia poultry vaccination operations research (OR) activity. Approval packets for the Office of Acquisitions Assistance are being prepared for submission. This activity involves procurement of H5N1 influenza vaccine and Newcastle Disease vaccine, as well as ancillary vaccination supplies such as automatic syringes, cold chain equipment, needles, and incinerators to support the operations research activity.

Rapid Antigen Test Kits and Universal Transport Medium:

The project procurement specialist established an innovative relationship with the vendors for the rapid antigen test (RAT) kits and viral transport medium. Per a special arrangement with these vendors, these items are managed separately to maximize the shelf life for recipients and to avoid expiry and waste. This arrangement saved USAID the costs associated with expired products and their disposal.

Freight Forwarding

TO2 continued to work with USAID to ship commodities based on orders coming in from the field. The freight team focused on ensuring that all shipments for Indonesia to support the operations research activity will be managed in coordination with the procurement team.

Throughout the first eight months of the project, the team shipped 245,650 PPE to 34 countries, representing the majority of countries on the evolving "rolling shipment schedule" list. Now that this initial pre-positioning activity is winding down, the project looks forward to strategic discussions with USAID to determine future directions in resupply and stockpile management. A complete shipment report for the period is included in Appendix B.

Uganda Ebola Shipment:

The project received authorization to ship PPE to Uganda to combat the Ebola outbreak there. It is unclear whether the mandate for the TO is expanding officially to cover other types of outbreaks beyond avian influenza, or whether this was an isolated event. The project stands ready to respond once USAID provides direction and authorization

Technical Assistance

Orientation for Overseas Logistics Advisors

The project has provided technical assistance (TA) to USAID Missions, U.S. embassies, local AI counterparts, and international partner institutions in logistics management for AI supplies. Although not initially envisioned as a major part of the project's scope of work, with increased requests from USAID, TA has become more prominent in the overall TO activities. To meet the need for assistance, the project identified 44 logistics advisors from JSI, PATH, CAUSA, FUEL, MAP International, and UPS. These advisors are based in strategic locations throughout the world and can provide the required rapid response support.

To prepare these logistics advisors to provide assistance in AI, the project conducted an orientation session in October 2007 in Bangkok, Thailand, for internationally based advisors. This followed the September 2007 orientation in Arlington, Virginia, for U.S.-based logistics advisors. Specific objectives were to train the group on the management of the specific stockpile commodities and provide an orientation on the coordination and collaboration issues among the various actors in the AI arena. The orientations created a cadre of logistics advisors based in D.C. and throughout the world who are familiar with USAID avian influenza programs and the commodities that support them, particularly those products held in the USAID stockpile. This team will be ready for rapid deployment for emergency assignments to support outbreak response efforts throughout the globe.

Country-Specific Technical Assistance

Bangladesh

USAID Technical Advisor Dr. Zandra Andre will be stationed in Dhaka, and will be the local DELIVER office's main counterpart for implementation of the system improvement work resulting from the August supply chain assessment. The project awaits Dr. Andre's approval of the final scope of work for field office technical assistance.

Egypt

Beginning in October 2007, the project provided technical support to Egypt to assist with strategic planning for AI commodities. The multipartner team included participants from USAID/W, CAUSA, and MAP International, and tapped the local office of UPS SCS as well. The assistance supported development of SOPs for the importation of AI commodities donated by USAID, detailing the roles and responsibilities of all local and international partners. During the TA visit, the team implemented these SOPs for a standard air freight shipment. A follow-up visit was conducted to focus specifically on operations and inventory management systems at the central and governorate levels. The team shared recommendations for warehouse improvements with USAID/W and the mission for further action.

Additionally, a Senior Logistics Advisor returned to Cairo to work with the Government of Egypt to examine the country's logistics management practices at the governorate level. It was determined that the logistics management information system (LMIS) in place at the governorate level is adequate and functions quite well. Storage conditions at this level might be improved through provision of equipment for handling commodities in the warehouse (pallet jacks, etc.). These recommendations have been shared with USAID/W and USAID/Cairo, and the project stands ready to assist with implementation of these improvements and further technical assistance should USAID approve the work.

Indonesia

Former TO Director Steve Wilbur conducted initial meetings with USAID/Jakarta in October 2007 to determine how the project could support the roll-out of the proposed ILRI/FAO/Ministry of Agriculture (MOA) operations research activity, specifically the procurement and distribution of H5N1 influenza vaccine, Newcastle Disease vaccine, ancillary vaccination equipment, and cold chain equipment. Subsequent TA visits evaluated the existing cold chain infrastructure in the agriculture structure in OR districts and recommended system improvements to achieve adequate cold chain capacity for the upcoming OR campaign, ensuring that USAID-funded vaccines would be safely handled. Further management visits are planned to discuss with the USAID Mission the details of project support to the OR activity, further refine the list of items for procurement, and ensure adequate management support for this complex activity.

The project will continue to assist the OR program via procurement of a wide variety of items and through extensive TA by Jim Eberle to set up distribution and inventory management systems for the OR activity, including incinerator training. Procurement began in March 2008, with delivery to meet the start of the OR activity in June.

Indonesia—Local Office and Workplan:

The first draft of the workplan for TO2 support to the operations research activity in Indonesia was submitted to USAID for review. Based on the increased intensity of the DELIVER role in Indonesia, USAID/W approved TO2 to open an office in Jakarta to ensure that this significant investment in procurement gets the coordination it requires to promote the success of this activity. The newly hired Senior Program Manager for Indonesia traveled to Jakarta in January to support the recent activity, recruit local staff, and open the local office.

Planned Activities

In-Country Office:

To support the USAID Mission and to respond to the growing demands of its AI operations in Indonesia, the project will open a temporary office in Jakarta with two staff members: the Resident Advisor and the Finance and Operations Officer. Meanwhile, the project will work with the Health Services Program/Jakarta office and the JSI bilateral program; we will ask for their support in establishing a temporary bank account to ensure timely payments in the Operational Research program preparation and implementation activities.

To prepare for the launch of the Operational Research program, the following activities are planned for May 2008 in Indonesia:

Cold Chain and Waste Management Training:

Using the USAID | DELIVER PROJECT contract to support the Operational Research, PATH/Jakarta trainers are adapting the WHO/UNICEF/PATH cold chain and waste management training. This two-day train-the-trainer (TOT) for the Ministry of Agriculture/FAO training teams will be delivered jointly with the FAO vaccine training; it is scheduled for May 22–23 in Yogyjakarta. The project is also providing financial and administrative support for the FAO vaccine training (trainees' travel, venue, and training materials). The project's Arlington, Virginia, office will manage the vendor relationships and the payment mechanisms; this will be supplemented by direct reimbursements to the MOA/FAO trainees (coordinated by the upcoming two short-term technical assistance (STTAs)).

Incinerator Training:

The project is arranging on-site vendor training at each of the 16 district sites on how to operate and maintain incinerators. The one-on-one, two-hour training is based on the "learning by doing" strategy. The vendor will train up to two participants at each site and will provide laminated instruction manuals for ongoing reference.

Electric Capacity Assessment in 16 Districts:

The project will work with a local electric company(s) in three provinces and the 16 district-level Dinas. An assessment and the recommended repairs will accommodate new cold chain equipment; it will also significantly upgrade the technical conditions of each site, ensuring that they are ready for the full-fledged activities under the Operational Research. The Arlington, Virginia, office will manage the vendors and payment mechanisms; the project's in-country representative and upcoming STTAs will provide the in-country coordination.

Quality Assurance Plan for Vaccines:

The project, through its partners, FHI and PATH, is making a considerable effort to ensure that the vaccines maintain their quality and integrity throughout the distribution channel—from the manufacturer (Medion) to the end user. Experts from PATH and FHI are currently surveying the quality standards of the vaccines manufacturer. Based on their findings, a quality assurance plan will be developed and conducted before the launch of the Operational Research.

Nepal

A visit to Nepal was planned for February/March 2008 to follow up on Mission requests for technical assistance. Due to constraints on the USAID Mission in Kathmandu, this trip has been postponed. The visit will serve to assess the existing systems for management of AI commodities and make recommendations for system improvements.

USAID/W and the USAID Mission in Nepal are discussing and preparing project activities for the AI emergency preparedness program. A launch date for the program has not been scheduled.

Nigeria

In preparation for a large ocean shipment of PPE to Nigeria, the project provided technical support to the Nigerian Ministry of Agriculture in September 2007 to ensure readiness to receive the consignment. After assessing multiple storage options for the PPE stockpile, the project engaged the

services of a vendor to make repairs to the central MOA warehouse in Kaduna. These repairs were completed in November 2007, in time for the arrival of the PPE in February 2008. To support monitoring of the consumption of the PPE, the project provided partner STOP-AI with ordering and reporting form templates.

Anticipating the need to resupply the states in the context of an unpredictable virus pattern, USAID/Nigeria identified logistics management as a significant issue to be addressed. In September 2008, the project prepared to conduct a TA visit to assess the current distribution system for AI commodities and develop recommendations for system improvement.

Management Information System (MIS)

The new USAID | DELIVER PROJECT MIS improves the visibility, access, and use of information along the supply chain, which is a fundamental approach for the project. The project MIS has undergone substantial development over the past year, representing an increase in the quality of services provided and timely availability of data for decisionmaking. TO2 attends the regular MIS Steering Committee Meetings, keeping abreast of upcoming activities and providing TO-specific feedback to MIS functionality and priorities. Participation in the Steering Committee allows TO management to monitor implementation of system improvements and bug fixes.

The system consists of the following major building blocks:

- By far the largest component, the ORION Enterprise Resource Planning (ERP) system from 3i InfoTech is the foundation of the supply chain management system; it stores procurement and shipping data and is the essential tool box for the SOT to collect, process, and distribute data related to the supply chain, including in-country delivery to the port or central warehouse.
- The new website and web-based reporting system (http://deliver.jsi.com) provide access to real-time information about shipments of health supplies; information about the commodity security status of USAID-supported countries; reference materials on commodity security and logistics; and an intranet with a wealth of resources, tools, and templates project staff use every day. The permission-based structure serves various audiences, including USAID/W Missions, project and procurement staff, recipients, affiliates, and the general public.

MIS Development

By the end of quarter 1, the team had completed the development and unit testing of ORION 3.0 and the last website components of Release 3.0. The rest of the month was dedicated to testing and debugging. This final system testing included comprehensive ORION and data warehouse view testing, end-to-end testing with business scenario use cases, and functional testing. In each of the testing areas, we fixed all of the problems that the testers found. On March 31, we met with the MIS management team and USAID to review the release notes and assess any outstanding issues. The remaining issues are minor, and both groups agreed to move ahead and deploy the system. The MIS team is currently working with the Supply Operations Team on cutover and deployment. The launch of the MIS is currently on target for April 14, 2008.

ORION Summary:

ORION 3.0 was released on March 3. After unit testing by 3i Infotech and verification by the project, this version was tested as part of the end-to-end testing. The ORION team also worked closely with other project staff throughout the entire system testing phase to troubleshoot and resolve bugs as they were found. Along with the completion of Release 3.0, 3i Infotech worked on additional reports for ORION 3.1; and Electronic data interchanges (EDI) for UPS, Agility, and

Reproductive health interchange (RHI). Some challenges remain for the Agility EDI, but UPS EDIs are in final testing. Requirements for the RHI EDI are being finalized, and the EDI is scheduled for completion at the end of April. On March 31, 2008, to prepare for the maintenance phase that will begin mid-April, the 3i, Infotech staff was reduced to four consultants.

Website Summary:

Remaining components of the MIS website were completed. On March 4, the last code drop before end-to-end testing took place. After this, the code base was frozen for the duration of the end-to-end testing—approximately two weeks. During this time, the development team supported the test team in researching and fixing any bugs that were found. These fixes were released to the test server in a final code drop on March 27. To prepare for deployment, the development team developed scripts to migrate existing user accounts to the new site. The communications team completed all new content for the new site and continued migrating existing content to the test server.

Training and Communications:

Staff from the procurement team, customer service team, communications team, and MIS team prepared for the upcoming MIS training of key USAID staff in Washington, D.C. The job aids for the training session were updated and final modifications were made to the hands-on exercises. The training session will be held at the JSI office in Arlington on April 8. Training materials will also be available to project staff and users in the field by email, on CD-ROM, or online. Brown bag training sessions for staff in D.C. will also be held at the project office in Arlington. We will send out several notices announcing the new MIS prior to the April 14 launch.

Testing:

In mid-March, after a comprehensive test plan was developed, the test team began the data and view testing, functional testing, and end-to-end testing. The testing covered scripted testing for data comparison among ORION, NEWVERN, and data warehouse data; used case testing covering hundreds of business scenarios; and used functional testing to verify website functionality and exports. The testing was intense, requiring many resources, but it was very successful as we were able to uncover and fix all of the problem areas. More than 300 bugs have been logged in our bug tracking system to date. A small number of non-critical issues remain unresolved; they will be fixed soon after the system launch.

Release 3.1

Most of the work on Release 3.1 was on hold during March while the team focused on Release 3.0. The ORION team worked on completing the requirements for the RHI EDI and the additional ORION reports, which are part of Release 3.1.

Release 4.0

The project held meetings with the demand planning vendor to confirm level of effort and price quotes for the software and professional services. We need additional negotiations with the vendor and consultations with USAID.

Number of Visits to the USAID | DELIVER PROJECT Website

Time Period	Total No. of Visits
March 2008	60,238

Number of Publications Downloaded from the USAID | DELIVER PROJECT Website

Time Period	Total No. of Pubs Downloaded
March 2008	5,792

Top 5 Publications Downloaded from the USAID | DELIVER PROJECT Website

Ranking	
1	*Concepts of Logistics System Design*
2	*Process Mapping for Improved Health Logistics System Performance*
3	*Guidelines for the Storage of Essential Medicines and Other Health Commodities*
4	*Guidelines for Assessing Costs in a Logistics System: An Example of Transport Cost Analysis*
5	*Logistics Management Information Systems (LMIS) Assessment Guidelines*

Planned Objectives for Next Period

In the next period, the project looks forward to finalizing the recruitment for the position of Task Order Director, and to establishing a new working environment under his or her leadership. The project will continue to manage the Stockpile inventory, making improvements as issues are identified, and will work with USAID to determine shipping strategies based on the changing AI epidemiological profile. Any further revisions to the AI Product Catalogue will be made based on any strategy shifts on the part of USAID.

In addition, we look forward to finalizing the performance monitoring plan (PMP) in consultation with USAID/Washington. In its draft form, the PMP, found in Appendix C, outlines deliverables, indicators, and results of the USAID | DELIVER PROJECT's service areas, such as the USAID AIIS global distribution mechanism, MIS monitoring, and procurement activities.

We will work closely with USAID to revise the Decontamination Kit and to develop a forecast and procurement strategy for any new kits based on likely future outbreak patterns and containment activities in-country. Once this procurement strategy is established, the project will work with USAID in the coming months to develop an approach to kitting the products that will ensure maximum flexibility and potential customization of kits (language of instructions, for example), while maintaining a standard number of preassembled complete kits on hand.

Appendix A

Press Release

FOR IMMEDIATE RELEASE
March 25, 2008
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USAID Regional Distribution Center Opens to Provide Supplies to Contain Avian Influenza Outbreaks

U.S. Ambassador, U.N. and Thai Officials Launch Project

BANGKOK – U.S. Ambassador Eric G. John today launched the region's first rapid-response distribution center to ship emergency supplies to avian influenza (AI) outbreaks anywhere in Asia. He was joined by leading influenza experts, attending a USAID Regional Avian Influenza Conference, who said the center could save lives by providing the materials needed to contain the deadly H5N1 virus which has killed at least 235 people worldwide.

"The Regional Distribution Center in Bangkok, the first of three regional supply centers that are being established worldwide, will help ensure that countries in Asia will be able to take fast action to counter avian influenza without endangering the lives of the rapid-response teams," said Ambassador John, flanked by USAID crates that are stored in a modern warehouse, larger than a soccer field, near Suvarnabhumi International Airport in Chachoengsao Province.

Ambassador John said the RDC underscores the U.S. Government's support for the prevention and control of AI in Asia and the importance of having Thailand as an ally in the fight against AI.

The Regional Distribution Center (RDC) stockpiles personal protective equipment (PPE), decontamination supplies and laboratory kits. The supplies can be airlifted to AI hotspots within 24 hours. The center greatly enhances regional preparedness in the containment and control of AI outbreaks.

The RDC is being established by the U.S. Agency for International Development, which provides economic, development and humanitarian assistance around the world. USAID developed the standardized PPE, decontamination and lab kits for speedy deployment to contain AI outbreaks and protect response teams investigating suspected animal and human infections.

"Avian influenza remains a major threat in the Greater Mekong Region, where it has had an enormous impact on humans and poultry since its re-emergence in 2003," said Dr. John MacArthur, Infectious Diseases Advisor at USAID's Regional Development Mission for Asia. "Outbreaks continue to occur throughout the region, heightening the risk that the H5N1 virus might mutate into a form that could be transmitted from humans to humans resulting in a pandemic with immense social and economic costs."

USAID's initial stock includes 45,000 PPEs, 400 decontamination kits, 10 laboratory specimen kits, and four training packs valued at $548,300 (~17.25 million baht). Supplies will be replenished as needed. The RDC also contains more than 28,000 PPEs and other supplies provided by the U.S. Centers for Disease Control and Prevention.

The RDC, at the NEC Logistics Warehouse in Chachoengsao Province, is managed by DELIVER/Project and local partners. DELIVER/Project will procure, manage, ship, track and provide logistics assistance to ensure that AI commodities are delivered promptly in times of critical need.

The center was strategically located in Thailand, which provides swift access to all of Asia and has been working with the U.S. for 175 years on such regional issues as economic development, free and fair trade, security, human rights, and healthcare. The Royal Thai Government and the U.S. Government are collaborating to combat avian influenza in the region, including the establishment of cross-border surveillance and rapid-response teams to work with neighboring countries to contain infectious diseases.

The H5N1 virus has killed millions of chickens and ducks. Yet despite the injection of billions of doses of poultry vaccination and the culling of hundreds of millions more birds, it remains entrenched in many poultry populations and is widespread in many countries in Asia.

People are rarely infected, but the fatality rate is high, more than 60%, according to the World Health Organization (WHO). Although H5N1 has not evolved into a virus that can pass easily between humans, it could still do so, according to health experts, one of the reasons that a facility like the RDC is so important.

"With the opening of this Regional Distribution Center, we will continue to protect the health and well-being of people in Asia," Ambassador John said. "This center, with its vast stockpiles and strategic location here in Thailand, will help ensure that avian influenza outbreaks can be contained safely and efficiently."

###END###

Appendix B

Shipment Quantities and Values

Quantity/Value Summary by Subcategory
EPT - from 01-Oct-2007 through 31-Mar-2008

Run date: 14-Feb-11
Run time: 03:55:19 PM

Country	AI Animal RDT	AI Animal RDT	Decontam-ination Kits	Decontam-ination Kits	Disin-fectant	Disin-fectant	Lab Kits	Lab Kits	Outbreak Response Misc.	Outbreak Response Misc.	PPE Kits	PPE Kits	UVT	UVT	Total Value
	Qty	Value	Qty	Value	Qty	Value	Qty	Value	Qty	Value	Qty	Value	Qty	Value	
Africa															
Benin	25	$3,884	15	$8,984	0	$0	0	$0	N/A	$0	4,500	$67,379	0	$0	$80,247
Burkina Faso	25	$3,896	0	$0	0	$0	0	$0	N/A	$0	0	$0	0	$0	$3,896
Congo, Democratic Republic of	0	$0	0	$0	0	$0	0	$0	N/A	$0	4,500	$79,059	0	$0	$79,059
Cote D'Ivoire	0	$0	0	$0	0	$0	0	$0	N/A	$0	0	$0	10	$987	$987
Nigeria	15	$2,100	0	$0	0	$0	12	$7,756	N/A	$1,055	30,000	$287,333	10	$565	$298,809
Rwanda	0	$0	8	$5,086	0	$0	0	$0	N/A	$1,803	450	$7,152	0	$0	$14,041
Senegal	1	$294	0	$0	0	$0	0	$0	N/A	$0	50	$918	0	$0	$1,212
South Africa	0	$0	10	$4,661	0	$0	10	$7,864	N/A	$1,605	750	$8,740	20	$1,714	$24,584
Tanzania	0	$0	40	$18,665	0	$0	1	$1,600	N/A	$0	4,500	$52,496	0	$0	$72,761
Uganda	0	$0	11	$5,887	0	$0	1	$1,920	N/A	$1,528	4,550	$60,713	0	$0	$70,048
Total Africa	**66**	**$10,174**	**84**	**$43,283**	**0**	**$0**	**24**	**$19,140**	N/A	**$5,991**	**49,300**	**$563,790**	**40**	**$3,266**	$645,644
Asia															
Bangladesh	0	$0	0	$0	0	$0	0	$0	N/A	$0	4,500	$54,467	0	$0	$54,467
East Timor	2	$280	0	$0	0	$0	0	$0	N/A	$0	0	$0	0	$0	$280
India	0	$0	0	$0	0	$0	0	$0	N/A	$2,417	0	$0	0	$0	$2,417
Indonesia	0	$0	960	$347,176	500	$27,606	0	$0	N/A	$0	0	$0	0	$0	$374,782
Laos	0	$0	0	$0	0	$0	0	$0	N/A	$0	4,500	$51,633	0	$0	$51,633
Myanmar	0	$0	0	$0	0	$0	0	$0	N/A	$0	4,500	$50,362	0	$0	$50,362
Nepal	25	$4,930	40	$18,407	0	$0	0	$0	N/A	$0	4,500	$51,769	0	$0	$75,106

Country	AI Animal RDT	AI Animal RDT	Decontam-ination Kits	Decontam-ination Kits	Disin-fectant	Disin-fectant	Lab Kits	Lab Kits	Outbreak Response Misc.	Outbreak Response Misc.	PPE Kits	PPE Kits	UVT	UVT	Total Value
	Qty	Value	Qty	Value	Qty	Value	Qty	Value	Qty	Value	Qty	Value	Qty	Value	
Pakistan	2	$373	40	$18,652	0	$0	1	$1,199	N/A	$0	7,000	$79,268	2	$150	$99,642
Thailand	0	$0	9	$4,261	0	$0	0	$0	N/A	$0	500	$5,918	0	$0	$10,179
Vietnam	0	$0	0	$0	0	$0	0	$0	N/A	$0	13,700	$163,985	0	$0	$163,985
Total Asia	**29**	**$5,583**	**1,049**	**$388,496**	**500**	**$27,606**	**1**	**$1,199**	N/A	**$2,417**	**39,200**	**$457,402**	**2**	**$150**	$882,853
Latin America/Caribbean															
Paraguay	0	$0	2	$1,181	0	$0	0	$0	N/A	$0	75	$1,107	0	$0	$2,288
Total Latin America/Caribbean	**0**	**$0**	**2**	**$1,181**	**0**	**$0**	**0**	**$0**	N/A	**$0**	**75**	**$1,107**	**0**	**$0**	$2,288
Middle East															
Egypt	0	$0	80	$36,076	0	$0	1	$1,574	N/A	$0	13,500	$151,453	0	$0	$189,103
Total Middle East	**0**	**$0**	**80**	**$36,076**	**0**	**$0**	**1**	**$1,574**	N/A	**$0**	**13,500**	**$151,453**	**0**	**$0**	$189,103
Others															
United States	3	$467	0	$0	0	$0	0	$0	N/A	$0	0	$0	3	$176	$643
Total Others	**3**	**$467**	**0**	**$0**	**0**	**$0**	**0**	**$0**	N/A	**$0**	**0**	**$0**	**3**	**$176**	$643
Grand Total	**98**	**$16,224**	**1,215**	**$469,036**	**500**	**$27,606**	**26**	**$21,913**	N/A	**$8,408**	**102,075**	**$1,173,752**	**45**	**$3,592**	$1,720,531

Due to rounding, there may be a variance between the report totals displayed and the actual total of the individual values on the report.

Appendix C

Performance Monitoring Plan–DRAFT

USAID | DELIVER PROJECT Task Order 2 Avian Influenza
Performance Monitoring Plan (Draft)

Deliverables	Indicators	Source	Frequency	Comments/responsible
Objective 1: Establish and operate a secure and reliable global distribution mechanism to store, transport, rapidly deliver, and track in-country distribution of current and future USAID Avian Influenza International Stockpile (USAID AI Stockpile) assets				
Take control and re-process existing AI stockpiled inventory	Stockpile of current commodities successfully moved from warehouse in Atlanta to MAP warehouse in Savannah, Georgia	Atlanta audit report; MAP certificate of receipt of goods	Once	Orion?
	Quality assurance review of the stockpile from Atlanta	FHI report	Once	Done
	Number of pallets from Atlanta warehouse re-packed; percentage of pallets from Atlanta warehouse re-packed	MIS R3?	Once	
	Number of decontamination kits re-assembled; percentage of decontamination kits from Atlants re-assembled	MIS R3?	Once	
Manage existing and future USAID AIIS and procurement of new kit components	Monthly inventory report from MAP crosschecked and reconciled with the JSI database	MIS R3?	Monthly	

Deliverables	Indicators	Source	Frequency	Comments/responsible
	Supplier fill rate: Percentage of orders (full-quantity) received/shipped within 7 days of the desired receipt/ship date	MIS R3	Bi-annual	
	Number of lab kits assembled	MAP report	Bi-annual ?	Orion?
	Number of decontamination kits assembled/upgraded	MAP report	Bi-annual ?	Orion?
	SOPs developed for disposal of damaged and/or expired products	Project documents	Once	Procurement team
	100% documentation of product disposal according to the SOP and USG guidelines; document available for review (by MAP & RDC)	MAP report	As required	MAP
	End of month inventory (in quantity and value) by product (by MAP & RDC)	MIS R3	Bi-annual	Mainly for RDCs & AIIS procured by the project
	Monthly shipment quantity and value by product, country and emergency status (by MAP & RDC)	MIS R3	Bi-annual	
A rolling three-month shipment schedule for AI commodities developed	Database available and approved by USAID showing a rolling three-month shipment schedule	Access/excel database	TBD	Procurement team?
Provide international freight forwarding as necessary to routinely distribute existing and future USAID AIIS	Percentage of non-emergency orders processed (delivery notes issued) within 24 hours	MIS R3	Bi-annual	
	Percentage of emergency orders processed (delivery notes issued) within one hour	MIS R3 & business email	Ad hoc	AI team
	On-time shipment: Percentage of non-emergency shipments shipped within 7 days of desired shipment date (by MAP & RDC)	MIS R3	Bi-annual	Excluding the shipments to countries that require government pre-approval

Deliverables	Indicators	Source	Frequency	Comments/responsible
	On-time shipment: Percentage of emergency shipments shipped within 24 hours of desired shipment date (by MAP & RDC)			
	On-time receipt: Percentage of non-emergency shipments received (in-country) within 7 days of desired receipt date (by MAP & RDC)			
	On-time receipt: Percentage of emergency shipments received within 48 hours of desired receipt date (by MAP & RDC)			
Establish regional distribution centers and provide warehousing and/or temporary storage facilities as necessary	Cost-benefit analysis of RDCs	Ad hoc studies	TBD	AI team
	Number of countries provided with temporary storage facility	Project documents	Annual	AI team
Establish and keep available US based emergency reserve for rapid response to AI epidemic	% of emergency requests filled	MIS R3, reports	Bi-annual	
In-country support/logistics technical assistance	SOPs available for ordering, receipt, clearance, storage, release, distribution, and monitoring of AIIS commodities	Project documents	Annual	AI team
	Number of countries received STTA according to scope of activity, by sub-contractor, by JSI/private sector/ local contractor	Project documents	Annual	AI team
	Percentage of STTA request fulfilled within one month of requested date	Project documents	Annual	AI team
	Number of countries received STTA that included warehousing/SCM support for tracking and monitoring AI	Project documents	Annual	AI team

Deliverables	Indicators	Source	Frequency	Comments/responsible
	commodities			
Establish and maintain a QA program to obtain and manage required documentation and verify supplies meet contractual and product specifications	Kit accuracy variance	Audit reports	By contract	QA sampling; MAP/FHI
Coordinate with other USG agencies, USAID offices, Missions and partners	List of meeting with USAID and with its' AI partners (with in USG)	Project documents	Annual	AI team
	List of AI events with project presence (by US and international)	Project documents	Annual	AI team
	List of supply coordination for AI commodities conducted with USG and international partner organizations	Project documents	Annual	AI team
Objective 2. Establish a comprehensive MIS to provide current information about all aspects of the AI global distribution mechanism from procurement to delivery				
Availability of the first release (R1) of the ORION MIS system	All procurements & shipments managed using ORION R1	Management reports	Once	From June 2007
Availability of the second release (R2) of the ORION MIS system	Web based demand (shipment) planning available	Management reports	Once	From November 2007
Availability of the third release (R3) of the ORION MIS system	USAID approves key reports from new MIS	Management reports	Once	From March 31, 2008
	Web based demand (shipment) planning, and web based reporting available	MIS R3	Once	
	MIS for reporting purpose available to USAID	MIS R3	As required	
Objective 3. Procure, assemble and distribute additional assets as needed				
Procure additional USAID AI commodities	100% of contracts adhering to USG guidelines and requirements; all contractual documents available for review	Program documents	Annual	Checklist/templates for standards based of Fed. Acquisition Reg. (FAR)
	Monthly procurement scorecard	MIS R3	Monthly?	

Deliverables	Indicators	Source	Frequency	Comments/responsible
	Cost-effective analysis of the procurement of AI commodities	Ad hoc study	TBD	AI team
Manage and distribute additional assets as needed	Warehouse managing and AIIS distribution indicators described above	As appropriate		Same as objective one

For more information, please visit deliver.jsi.com.

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