

To:

From:

Time: 10.00 (Day 2)

Dear Cluster Lead,

The IASC requires Daily Sit Reps on all cluster activities in your sector. Please send these via email (to this address) on the hour for each day in these early stages of the emergency.

Your sitreps should include information, where possible, on the following:

- Situation in-country
- Status of resources/facilities in-country
- Needs
- Response
- Allocation of responsibilities
- Future planning
- Security issues

Kind regards,