LOCATION: Kyiv, Ukraine
DATE: 03 March 2016
CHAIR: Logistics Cluster
PARTICIPANTS: Danish Refugee Council (DRC), Medicos Del Mundos (MDM), Caritas Ukraine, Diakonie Katastrophenhife, Rinat Akhmetov Foundation (RAF), TDH Ukraine, Ukrainian Orthodox Church, UNHCR, UNICEF, UNICEF, WHO, Handicap International, OCHA

AGENDA:
1. Introduction
2. Common Service Provision:
3. Update of the Standard Operating Procedure (SOP)
4. Situation at checkpoints
5. AOB

1. Introduction
- The Logistics Cluster introduced the Logistics Officer based in Donetsk field office and overseeing activities in Luhansk and presented the Agenda.
- Participants were briefed on the current status of services facilitated by the Logistics Cluster and asked for additional information to support planning and management of activities.

2. Common Service Provision
- Participants were briefed on cargo handled through the Logistics Cluster in February of 2016: 822 m³ (365 mt) in total.
- Participants discussed the current situation with warehouses. The Logistics Cluster reminded organisations that the warehouse in Dnipropetrovsk is only intended for temporal storage before sending the cargo to the NGCA.
- The Logistics Cluster highlighted the necessity for the agencies to have their cargo approved with de-facto authorities prior to sending Service Request Forms (SRFs) to the Logistics Cluster.
- The Logistics Cluster informed the participants that to enable timely cargo clearance from de-facto authorities, it may support monthly with a fleet of trucks over a period of time.

3. Update of the Logistics Cluster Standard Operating Procedure (SOP)
- The Logistics Cluster informed participants that SOP update is being finalised and highlighted the key changes to be introduced in the updated SOP. These will include a particular description of the standard and simplified Ministry of Social Policy (MoSP) procedures.
- The Logistics Cluster informed the participants that as soon as the final version of it is approved, SOP would be published on the Logistics Cluster website. Relevant email for the mailing list will be circulated to the participants upon SOP publication.

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4. Situation at checkpoints

- Participants discussed the current situation at checkpoints, and the possibilities for moving humanitarian cargo into Eastern conflict areas.
- The Logistics Cluster informed participants that from 2 March, all entry/exit checkpoints work in expanded (spring) mode from 07:00 till 18:30 (Kyiv time).
- Some participants highlighted that crossing of the checkpoints is becoming more volatile with general congestion remaining a key concern for not only cargo but also affecting and resulting from passenger cars and other traffic.
- The Logistics Cluster confirmed that they have been using only one checkpoint to facilitate transport of cargo, as the situation in other areas is highly variable.
- It was highlighted that the situation and status of checkpoints remains difficult to determine and not possible to predict from week to week.

5. AOB

- The participants were requested to provide the topics they want to be brought to the attention of the Fiscal Service and/or Ministry of Social Policy.
- Participants were requested to share any indicative figure on their available pipeline concerning materials required to support their programme activities in the coming months.
- Participants were also requested to share their needs for storage inside the Non-Government Controlled Area (NGCA).

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