LOCATION: Kyiv, Ukraine
DATE: 7 April 2016
CHAIR: Logistics Cluster
PARTICIPANTS: Caritas Ukraine, OCHA, Terres des Homme (TDH), UNHCR, UNICEF, WHO, Medicos Del Mundos (MDM), FAO, GOAL, WFP, HIA

AGENDA:
1. Common Services Provision
2. Warehousing
3. CCPM (Cluster Coordination Performance Monitoring)
4. Coordination meetings
5. AOB

1. COMMON SERVICES PROVISION
   - Participants discussed the current challenges humanitarian actors are facing when transporting goods to the Non-Government Controlled Area (NCGA), particularly difficulties with obtaining authorisation from NGCA de-facto authorities.
   - Participants highlighted that negotiations are ongoing for all humanitarian actors willing to operate in the NGCAs due to the change of authorities in some areas. Some organisations highlighted that there were very positive indications from the negotiations.
   - The Logistics Cluster informed that it is on standby with the cargo being stored in the Dnipropetrovsk warehouse. The cargo is ready for transportation, and as soon as organisations with existing requests obtain permission from the NGCAs authorities for cargo movements, the Logistics Cluster will arrange a joint-humanitarian convoy.

2. WAREHOUSING
   - The Logistics Cluster informed the participants that Dnipropetrovsk staff are going to be relocated from the office to the warehouse.
   - The Logistics Cluster highlighted the importance of filling the Service Request Form (SRF) with correct figures. All cargo not recorded in the SRF and unapproved by the Logistics Cluster will not be accepted in the warehouse.
   - The Logistics Cluster reminded participants to ensure that cargo delivered to the warehouse is properly packed and/or palletized. The Logistics Cluster emphasized that bulk cargo may result in cargo damage or loss and requires more time for handling.
   - Participants were asked to negotiate proper cargo packing with suppliers when purchasing goods. This will ensure that cargo arrives for distribution in good condition, without losses, and with less time spent for unloading/loading for further transportation.
   - A participant asked if the Logistics Cluster will provide warehouse facilities licenced for storing medical supplies. The Logistics Cluster advised that if organisations require one, it would look into suitable options.
Discussions were held on cold-chain storage; the Logistics Cluster advised that if the need arises, it can assist with identifying appropriate warehouses with cold-chain facilities in Dnipropetrovsk.

3. CCPM (CLUSTER COORDINATION PERFORMANCE MONITORING)

- The Logistics Cluster informed participants that the CCPM (Cluster Coordination Performance Monitoring) is being applied in Ukraine.
- The Logistics Cluster went through the CCPM questionnaire and it was decided that for the Logistics Cluster organisations it is only possible to provide responses up to question 17.
- Despite completing a similar survey recently, majority of the participants agreed to complete the new survey.

4. COORDINATION MEETINGS

- Participants discussed if there was a need to have bi-weekly coordination meetings and it was agreed to have monthly meetings.
- The Logistics Cluster proposed to have coordination meetings in Dnepropetrovsk as more agencies seem to be present now in this location.
- The Logistics Cluster Coordinator discussed the need for Logistics Cluster meetings in Kramatorsk (close to the affected area); majority of participants agreed that there was no need to have such meetings in Kramatorsk at this stage.
- Regional Coordination meetings will be arranged again in Donetsk if access is granted for participants.
- Organisations are encouraged to contact Logistics Cluster in case there are any needs to have meetings arranged elsewhere on the field level.

5. AOB

- The Logistics Cluster highlighted the main mission for the Logistics Cluster team based in Kiev – to communicate with the Ministry of Social Policy and Fiscal Service.
- The Logistics Cluster informed the participants that it plans to remain active until December 2016 and has received positive indications of funding.
- The Logistics Cluster reminded organisations that feedback on Logistics Cluster services via online survey will be accepted until 15 of April 2016 and informed participants that 22 replies were received so far.
- The Logistics Cluster asked the participants to share information on their pipelines.
- Participants were informed that the new Humanitarian Law was registered and submitted to Parliament for approval, by the new Executive Act, the Civil-Military Co-operation (CIMIC) will be embedded as a part of defence system of Ukraine.
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