LOCATION: Kyiv, Ukraine

DATE: 10 November 2016

CHAIR: Logistics Cluster Coordinator

PARTICIPANTS: Caritas Ukraine, GOAL, Norwegian Refugee Council, Danish Refugee Council RC, Ukrainian Orthodox Church, People in need

ACTION POINTS: • For better planning purpose, organizations to share with the Logistics Cluster information on their pipeline.

AGENDA: 1. Update on services provided in October- November
2. Convoy preparation scheme
3. Logistics Cluster operation in 2017 – budget extension
4. AOB

1. Update on services provided in October- November

• From the beginning of October until 10 November, the Logistics Cluster has facilitated two convoys for a total of 837MT/751 m3 of cargo.
• On 10 November the Logistics Cluster escorted the 320.1 MT humanitarian convoy for WFP.
• The Logistics Cluster observed certain decline in the requests for cargo transportation in November, however there are requests in pipeline for December.

2. Convoy preparation scheme

• Packing issue: Logistics Officer kindly asked to provide the additional carton boxes for the cargo that is initially packed in carton to avoid the minor damages. A recent incident is shared for the liquid hygiene products which were damaged during the transportation and thus caused the damage of all batch which was packed in carton box. So in similar cases the additional carton boxes are to be provided so in case of damage cargo could be repacked during transit in Dnipro warehouse or when arrives to final destination.

• Warehousing in NGCA:
  o Logistics Cluster identified the warehouse in Donetsk in case there will be an interest expressed from the partners.
Logistics Cluster will consider re-opening it in Donetsk and maybe opening one in Luhansk. For the last one it will take more time since additional staff has to be hired (while Donetsk Logistics Cluster already has the required staff).

**Convoy preparation schema:** Upon the request from some partners the Logistics Officer presented the convoy scheme which includes the following steps:

- Cargo arrival to the warehouse
- Truck mobilization – 1 day
- Trucks loading – 2 days
- Trucks moving to assembly point - 1 day
- Contact line crossing - 1 day
- Trucks moving from Donetsk to Luhansk - 1 day

Overall time for convoy preparation: **6 days**

- Logistics Officer asked to submit the SRF as early as possible accordingly to this timeframe in order to not delay the deliveries.

### 3. Logistics Cluster operation in 2017 - budget extension

**HRP 2017:** The Resident Coordinator and the Humanitarian Country Team in the framework of preparation for Humanitarian Response Plan 2017 recommended that the Logistic Cluster continues providing support for humanitarian convoys in 2017 with the gradual deactivation towards the end of the year.

**Budgeting:** Since a significant amount of budget received from donors in 2016 was saved, Logistics Cluster is currently asking donors to extend the budget saved to continue operating in 2017. Logistics Cluster received one extension (until March 2017) and a final approval for extension is expected from other donors. Partners will be informed with all details during the next Logistics Cluster meeting.

**Survey:** The Logistics Cluster assessment survey has been conducted during the period. The major highlights:

- Responses rate – 17 respondents
- 50% - NGOs and INGOs
- 64% of the respondents would definitely prefer Logistics Cluster to operate in 2017 (almost 82% of them prefer LC to stay till the end of 2017)
4. AOB

- **Cost – recovery:** If the Logistics Cluster receives funding in addition to the demand of ongoing extension it is expected to be fully operational until October 2017. It is expected that starting from that date the humanitarian actors will begin transporting cargo from the GCAs to the NGCAs independently of the Logistics Cluster, but support/training will continue to be provided with the convoy arrangements until December 2017, after which they are expected to have sufficient knowledge of the process and capacity. The timeline for cost-recovery implementation may vary depending on the overall or funding situation.

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