LOCATION: WFP office, Kyiv, Ukraine
DATE: 16th February 2015
CHAIR: Deputy Global Logistics Cluster Coordinator

PARTICIPANTS: Action Contre la Faim (ACF), Adventist Development and Relief Agency (ADRA), Danish Refugee Council (DRC), International Committee of the Red Cross (ICRC), People in Need (PIN), Save the Children (SCF), United Nations Children's Fund (UNICEF), World Food Programme (WFP), World Health Organization (WHO)

ACTION POINTS:
• Logistics Cluster to inform participants on the progress of activation
• Logistics Cluster to send out Concept of Operations for final review by participants
• Logistics Cluster to distribute the inputs to the Strategic Response Plan
• Participants to report back on logistics bottlenecks and challenges
• Participants to inform of any logistics assets they can share with others and information that can be distributed
• Logistics Cluster to redistribute link to Ukraine LCA
• Logistics Cluster to redistribute link Cash & Markets guidance
• Logistics Cluster to send out information on OCHA focal point for customs
• Logistics Cluster to call for another meeting within two weeks and explore possibilities for conducting coordination meetings in other locations

AGENDA:
• Introductions
• Draft Concept of Operations
• SRP update
• Update from partners
• AOB

1. INTRODUCTIONS

• Round of introduction of the participants, agenda and assessment mission from global Logistics Cluster.

• The chair reported that on 4th February 2015, the Ukraine Humanitarian Country Team (HCT) met, and due to the deteriorating situation regarding access constraints, a potential activation of the Logistics Cluster was discussed; the Humanitarian Coordinator (HC) requested that WFP, as the global Cluster lead, look into a possible activation.

• The Global Logistics Cluster sent a person to Kyiv on 9th February and commenced an assessment of needs with partners. Based on gaps analysis with partners an activation was recommended to the HCT and HC on 12th February which they endorsed.

• On 13th February the HC requested the Emergency Response Coordinator (ERC) for an activation of the Logistics Cluster. The Inter-Agency Standing Committee (IASC) is currently reviewing the activation with a deadline for feedback on 17th February. Participants will be informed on the expected official activation.

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2. CONCEPT OF OPERATIONS

- The chair shared a draft of the Ukraine Concept of Operations (ConOps) for the Logistics Cluster.
- Main challenges identified by participants are the changing situation and regulatory frameworks, and high-turnover of staff and new actors. In addition, participants report that a major constraint of the humanitarian mission in Ukraine remains access constraints to affected populations.
- The chair presented proposed activities of the Logistics Cluster in Ukraine, if activated. The proposed activities include cluster coordination, information management, and facilitating cross-conflict line movements with strategically placed common warehouses and a dedicated fleet of trucks for joint convoys.
- Participants generally welcomed the initiative of the Logistics Cluster and generally endorsed the ConOps, with some discussion around locations for common warehouses with Dnepropetrovsk and Donetsk being identified as suitable locations, and with possible additional locations being added based on needs submitted by participants.
- The chair informed the participants that services are envisaged to be covered by donor contributions, but may need to include a cost-recovery component should there be insufficient funding.

3. SRP UPDATE

- The participants were informed that there is currently an ongoing process to revise the Strategic Response Plan, with an overall figure of 5 million in need, with different cluster targeting population up to 3.2 million. The new SRP budget is expected to be close to 290 million USD.
- The inputs for the Logistics Cluster to cover coordination, information and logistics services in support of convoys is estimated to 1.5 million USD and the overview of objectives, targets and activities (in line with the ConOps) was distributed.

4. UPDATE FROM PARTNERS

- Participants gave updates on any major changes in their operation and logistics challenges.
- Participants gave an update to the meeting on current operations and bottlenecks, with a clear focus on the upscaling of the humanitarian response in Ukraine.
- Attendees reported that there are several challenges with obtaining permits to cross the conflict lines, including inconsistent information on what documents are required depending on where and when one apply for these permits. While some have been able to move from Donetsk to Luhansk, other organisations are having difficulties with transport on this leg.
- With additional actors and higher transport requirements there was some fear that organisations might start to outbid each other and it was recommended that humanitarian actors liaise on tendering processes.
Some organisations might be able to offer logistics assets, such as warehouses to other organisations and will report back on possibilities.

Importation and handling of medicines has a very difficult regulatory framework, hampering humanitarian operations. Some of the key actors will meet with Government counterparts on this issue and report back to the group.

5. AOB

- The Logistics Cluster has distributed the link to Ukraine Logistics Capacity Assessment and will redistribute this to the expanded mailing list. Participants are encouraged to contribute to the LCA: http://dlca.logcluster.org/display/public/DLCA/Ukraine

- The Logistics Cluster to redistribute the link Cash & Markets guidance: http://www.logcluster.org/cashandmarkets

- The Logistics Cluster to send out information on OCHA focal point for customs in Geneva who can liaise with Ukrainian Customs officials and the World Customs Organization.

- The Logistics Cluster meeting to tentatively take place every two weeks. Based on discussion with participants and timing of new in-coming staff, the Logistics Cluster will call for another meeting.

- Participants also requested to explore possibilities for conducting coordination meetings in other locations in Ukraine.

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