LOCATION: WFP office, Kyiv, Ukraine

DATE: 19 March 2015

CHAIR: Logistics Cluster Officer

PARTICIPANTS: Adventist Development and Relief Agency (ADRA), Organisation for the Coordination of Humanitarian Affairs (OCHA), United Nations High Commissioner for Refugees (UNHCR), United Nations Children’s Fund (UNICEF), World Food Programme (WFP), World Health Organization (WHO)

ACTION POINTS:
- The Logistics Cluster to send out revised SOPs for common service transport
- Organizations to inform the Logistics Cluster of issues they have encountered at the various crossing points into the NGCAs

AGENDA:
1. Road Transport
2. Access
3. Hubs / Warehouses
4. Pipeline

1. ROAD TRANSPORT
- Logistics Cluster common road transport service into the Non-Government Control Areas (NGCA) of Eastern Ukraine has begun. The truck, carrying cargo for UNICEF, reached Donetsk today, March 19.
- The Logistics Cluster will have a presence at the checkpoint for subsequent interagency transport into the NGCAs.
- A revised list of documents to be submitted to the Logistics Cluster with every request for transport was outlined. These documents include: A certificate of origin; a copy of the customs declaration form (if the goods were imported); a pro-forma invoice in English and Ukrainian; a detailed and complete packing list both in English and Ukrainian in electronic format that can be copy/pasted into a letter.
- The Logistics Cluster reminds participants that for goods purchased locally, the certificate of origin can be any proof/document that the items were bought in-country.
- Participants noted that providing a detailed packing list for every shipment in both English and Ukrainian in a copy/paste format would be extremely labour intensive. *The Logistics Cluster is now looking into ways to assume this task and will revert back at the next meeting.*
- A second IRD convoy carrying WFP cargo delivered food from Rubizhne through Pervomaisk to Luhansk on Friday, March 13. No issues were encountered. The third (five trucks), on Wednesday, March 18, had some setbacks at the crossing point but eventually arrived in Luhansk city the same night.
2. ACCESS

- As of March 19, the Logistics Cluster has a Civ/Mil liaison Officer who will be based in Donetsk to assist in logistics operations on behalf of the humanitarian community.

- The Logistics Cluster has been meeting with transporters to streamline the administrative procedures for interagency cargo movement into the NGCAs.

- The Logistics Cluster is also working with OCHA to discuss the issue of access and establish an action plan. To this end, organizations were requested to inform the Logistics Cluster of specific problems encountered while transporting cargo through the various crossing points. OCHA is then collating the available information in order to assess the different access issues at the different locations. A meeting has been scheduled for Monday between the Logistics Cluster, OCHA, and those organizations most active in the NGCAs to discuss a targeted approach.

- The majority of all cargo is currently going through Kurakhove, with the exception of the northern convoys from Severodonetsk.

- The NGCA are starting to put administrative procedures in place for humanitarian operations. Organizations are being asked for accreditation and the registration of incoming cargo.

- It was reported that the NGCA of Luhansk may be establishing a window of one day a week during which it will permit entry of humanitarian cargo.

3. HUBS/WAREHOUSES

- The Logistics Cluster has 500m² of warehouse space available in both Dnipropetrovsk and Donetsk. A warehouse in Luhansk will be established next week. Organizations were asked to provide any available details of their pipeline into Luhansk so that the appropriate capacity can be established.

- Organizations wishing to use interagency warehousing for short-term storage should submit a Service Request Form. SRFs and updated SOPs are available at: www.logcluster.org/ops/ukr15.

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