Meeting Minutes, 5 July 2023

Kyiv, Ukraine

LOCATION	Kyiv, Ukraine (online and in person)
DATE	5 July 2023
CHAIR	Logistics Cluster
PARTICIPANTS	Action Against Hunger (ACF), ActionAid, Atlas Logistique/Humanity and Inclusion (HI), CARE, Caritas Ukraine, Danish Red Cross, Distribute Aid, Doctors with Africa (CUAMM), Estonian Refugee Council (ERC), German Red Cross, HALO Trust, International Committee of the Red Cross (ICRC), International Medical Corps (IMC), International Society for Human Rights (IAC ISHR), International Rescue Committee (IRC), Médecins Sans Frontières (MSF) France, Malteser Ukraine, Mercy Corps, Mines Advisory Group (MAG), Norwegian Refugee Council (NRC), OM International, People in Need (PIN) Slovakia, Stichting Artsenhulp voor Oekraïne, Swiss Red Cross, Triangle Generation Humanitaire (TGH), Ukrainian Red Cross, United Nations Office for the Coordination of Humanitarian Affairs (OCHA), United States Agency for International Development (USAID), World Health Organisation (WHO)
ACTION POINTS	• The Logistics Cluster to present the GNA online survey results during next national coordination meeting. • Atlas Logistique/HI to communicate the updated SOPs and priority areas map to its partners.
AGENDA	1. Logistics Cluster Key Updates 2. Humanitarian Notification System (HNS) 3. Mines Advisory Group (MAG) Overview 4. Atlas Logistique/HI Update 5. AOB

1. Logistics Cluster Key Updates

- The Ukraine Logistics Cluster provides coordination and information management and facilitates access to common logistics services.
- The Logistics Cluster launched a new 2023 Gaps and Needs Analysis (GNA) to reassess logistical gaps and constraints faced by partners.
- The results of the GNA first phase – online survey – will be presented during next national coordination meeting.

COMMON SERVICES

- The Logistics Cluster facilitates access to common storage and road transport in Ukraine on a free-to-user basis, focusing on hard-to-reach areas across eastern and southern oblasts.
- The Logistics Cluster presented partners an overview of common services' consignments in 2023. So far this year, 12,586 m^3 of relief items were received in common storage across Ukraine, and 4,583 mt of humanitarian cargo were dispatched to 12 oblasts.
- As per the Transport and Temporary Storage Standard Operating Procedures (SOPs), relief items are to be stored temporarily in common storage for up to 60 days, to ensure fair access to free-to-user warehousing space, and to avoid humanitarian cargo becoming static.
- The Logistics Cluster supported humanitarian organisations responding to the Kakhovka dam flooding by facilitating access to road transport through dedicated fleet and commercial trucks, and to common storage in Dnipro and Odesa.
- In addition, the Logistics Cluster supports inter-agency convoys with cargo consolidation and transport facilitation, including those for the Kakhovka Dam destruction response. Since the beginning of June, the Cluster has supported 25 inter-agency convoys through WFP dedicated fleet and commercial trucks, including 18 for the Kakhovka Dam destruction response.
- Inter-agency convoys are coordinated by OCHA and decisions on upcoming locations are made by the Humanitarian Operations Planning Cell (HOPC). Partners who need to access inter-agency convoys, should contact OCHA directly. The Cluster team can provide the relevant contacts bilaterally.
- Should partners require transport and/or storage services, a Service Request Form (SRF) is to be submitted to ukraine.clustercargo@wfp.org. Instruction on how to fill the SRF can be found here. As per the Transport and Storage Standard Operating Procedures (SOPs), SRFs are to be submitted at a minimum of 72 hours in advance. In case partners are using non euro size pallets, they are asked to specify it while submitting the SRF.

2. Humanitarian Notification System (HNS)

- The Humanitarian Notification System (HNS) is designed for the use of humanitarian organisations, operating in Ukraine, to inform the parties to the conflict of humanitarian locations/facilities and overland humanitarian movements in order to mitigate, to the best extent possible, the risks of being targeted or hit by an air strike or other military operations.
- Notifications can be submitted for one or both components of the system – for the humanitarian static sites meant to notify parties of the conflict about the humanitarian temporary venues and permanent facilities of humanitarian NGOs across the country, and for the humanitarian overland movements meant to notify parties of humanitarian overland movements in very high-risk areas in the following oblasts: Chernihivska, Dnipropetrovska, Donetska, Kharkivska, Khersonska, Mykolaivska, Odeska, Sumska, Zaporizka. Organisations

- To access the HNS the eligible humanitarian organisations, operating and registered in Ukraine, should create a profile on the Ukraine HNS online platform through the which the notifications are submitted to OCHA.
- The HNS is not an access negotiation tool or a mechanism for parties to the armed conflict to approve or deny humanitarian operations, movements, and activities. The responsibility for upholding international humanitarian law (IHL) lies solely with the parties to the conflict, who are obliged under IHL not to direct attacks against civilians and civilian objects, including humanitarian staff, facilities and assets, as well as civilian infrastructure.
- The HNS does not constitute a legally binding agreement and does not guarantee the safety of personnel, facilities, sites, or ground movement.
- Reference documents and guidance on Humanitarian Notification System (HNS) such as Standard Operating Procedures, Humanitarian movement notifications guideline, Humanitarian static notifications guideline, PCode Route Planning guideline, are available at the platform or upon request: ocha.ukraine.notifications@un.org
- Should partners have any questions, they may contact HNS focal points:
    - HNS common email address: ocha.ukraine.notifications@un.org
    - Diya Alshboul: alshbould@un.org, +380 66 640 17 82
    - Oleksii Shaidenkov: oleksii.shaidenkov@un.org, +380 50 382 45 33

3. Mines Advisory Group (MAG) Overview

- The Mines Advisory Group provided the overview on mines awareness and the impact of Kakhovka Dam destruction not only on humanitarian mine action operations, but also on humanitarian organisations providing humanitarian aid.
- Mines washed away by flooding move discriminately and can end up in a very unusual places, like bushes or abandoned houses, therefore humanitarian staff should always be alerted. Also, a large volume of water can damage the mines and cause the spontaneous detonations.
- Humanitarian workers are encouraged to contact humanitarian mine action (HMA) operators prior to their missions to flood affected areas to have a better understanding on the mine situation on the ground.
- Should partners have any questions or are looking for the mine risk education materials, they can directly reach out John McFarlane John.McFarlane@maginternational.org

4. Atlas Logistique/Humanity and Inclusion (HI) Update

- Atlas Logistique/HI provides transport and storage services on a free-to-user basis to humanitarian organisations in Ukraine.
- Organisations may directly contact Solène Waeselynck (Operations Manager) at s.waeselynck@hi.org, to discuss partnerships.

- In the coming months Atlas Logistique/HI will launch the satisfaction survey for its partners to complete.
- Atlas Logistique/HI will communicate the generic email address for requests to its partners when it comes into effect.

STORAGE SERVICES

- Due to the upcoming sharing of space in Dnipro warehouse with a partner, the Atlas Logistique/HI space in the warehouse will be reduced to 3,500 m^2. Preparation for the construction of a temperature-controlled room in Dnipro warehouse is ongoing. Also, a temperature-controlled storage is to be established in Mykolaiv and in Kharkiv warehouses.
- The capacity of Atlas Logistique/HI warehouse in Mykolaiv has been increased to 2,800 m^2.
- The warehouse in Vinnytsia has been closed.
- Atlas Logistique/HI supported partners with storage services for the Kakhovka Dam destruction response, by storing partners` cargo in common storage space.
- There has been a turnover in Atlas Logistique/HI storage focal points, which are
    - Volodymyr Golovashchenko, Project Manager Storage p.mazzaglia@hi.org
    - Solène Waeselynck, Operations Manager s.waeselynck@hi.org.

TRANSPORT SERVICES

- During June, 187 shipments were completed, including to the hard-to-reach areas.
- Atlas Logistique/HI emphasised the importance of providing accurate information in the Service Request Form (e.g. estimated offloading date and time, cargo handling type, etc.).
- To ensure a timely and quality service, organisations are reminded to ensure GPS coordinates for loading and offloading points are accurate before sending the SRF.
- Starting 20 July, the Atlas Logistique/HI is prioritising its transport operations due to the high demand of services as follows:
    - Hard-to-reach areas destinations
    - National NGOs requests
    - Medical cargo, including refrigerated transport services
    - International NGOs deployed to operation less than three months ago.
- Atlas Logistique/HI transport focal points contacts:
    - Damien Volland, Project Manager Transport d.volland@hi.org
    - Solène Waeselynck, Operations Manager s.waeselynck@hi.org.

5. AOB

- Partners are invited to suggest agenda points for future coordination meetings, and are welcome to present an overview of their activities to promote interconnectivity and the exchange of experience for common logistical solutions.

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The next national coordination meeting will take place in Kyiv on 2 August 2023 at 16:30.

Contacts

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