Meeting Minutes, 30 August 2023

Kyiv, Ukraine

LOCATION	Kyiv, Ukraine (online and in person)
DATE	30 August 2023
CHAIR	Logistics Cluster
PARTICIPANTS	Assessment Capacities Projects (ACAPS), Atlas Logistique/Humanity and Inclusion (HI), CESAL, Distribute Aid, Food and Agriculture Organization of the United Nations (FAO), German Federal Foreign Office (GFFO), Global Empowerment Mission (GEM), International Committee of the Red Cross (ICRC), International Federation of Red Cross (IFRC), International Rescue Committee (IRC), IsraAID, INTERSOS, Malteser International, Médecins Sans Frontières (MSF) Belgium, Mercy Corps, Peace Winds Japan (PWJ), Première Urgence Internationale (PUI), REACH Initiative, SAFEMed, Save the Children International, Solidarités International, United Nations Population Fund (UNFPA), United States Agency for International Development (USAID), Welthungerhilfe e. V., World Food Programme (WFP)
ACTION POINTS	• Partners are invited to take part in the bilateral interviews as a second stage of GNA exercise.
AGENDA	1. Joint Market Monitoring Initiative (JMMI) – REACH Ukraine 2. Logistics Cluster Key Updates 3. Atlas Logistique/HI Updates 4. AOB

1. Joint Market Monitoring Initiative (JMMI)

- In coordination with the Ukraine Cash Working Group (CWG), REACH initiated the Joint Market Monitoring Initiative (JMMI), to assess marketplaces across Ukraine on a monthly basis in order to better understand market dynamics in Ukraine.
- REACH Ukraine presented their most recent findings on the Joint Market Monitoring Initiative (JMMI) Fact-sheet June 2023, describing current key market and logistics trends in Ukraine regarding product

shortages and inflationary pressure, affordability and availability of goods, stock resupply, market and logistics difficulties as well as the anticipated challenges.

- Organisations may directly contact Ievgen Volkovskyi ievgen.volkovskyi@reach-initiative.org and Kirsten Dimovitz kirsten.dimovitz@impact-initiatives.org should they have any questions.

2. Logistics Cluster Key Updates

- The Ukraine Logistics Cluster provides coordination and information management and facilitates partners' access to common logistics services on a free-to-user basis.
- The second stage of the Gaps and Needs Analysis (GNA) – the in-depth bilateral consultations – is ongoing. The Logistics Cluster team is reaching out to partners to arrange the bilateral interviews, which will help to reassess the logistical gaps and bottlenecks faced by humanitarian organisations, and to examine common logistics constraints for the delivery of humanitarian aid.
- The 2023 Common Logistics Services Map was presented, reflecting the common logistics services across Ukraine being facilitated both by the Logistics Cluster and Atlas Logistique/Humanity & Inclusion, and its complement nature which allows to avoid duplication of efforts, and serve humanitarian organisations across more areas with the identified logistics gaps.
- The Logistics Cluster is looking into facilitating trainings specifically for the Logistics Cluster partners in Ukraine in the upcoming months.
- Through the Logistics Cluster learning channel on the E-learning platform, partners may access online a variety of courses, including Basic Humanitarian Logistics, Strategic Emergency Logistics, Information Management, and Service Mindset.

CONCEPT OF OPERATIONS UPDATE

- The Logistics Cluster Concept of Operations (ConOps), Concept of Operations Map (ConOps Map) and Transport and Temporary Storage Standard Operating Procedures (SOPs) were updated and published as of August 2023.
- The main change is related to storage space made available for partners in a NNGO warehouse in Kherson with the capacity of 150 m^2 and the decrease of storage capacity in Kropyvnytskyi warehouse to 1,000 m^2.

2024 HUMANITARIAN PROGRAMME CYCLE

- The 2024 Humanitarian Programme Cycle (HPC) planning phase has already started. Unlike 2023, the Humanitarian Needs Overview (HNO) and the Humanitarian Response Plan (HRP) are to be merged into one, the Humanitarian Needs and Response Plan (HNRP).

- Partners will be kept informed on the timelines and updates on the Humanitarian Needs and Response Plan (HNRP) 2024 and will be consulted for inputs to the logistics response chapter.
- Alongside the Logistics Cluster invited Atlas Logistique/Humanity & Inclusion (HI) to contribute to the logistics section as a provider of common logistic services in Ukraine. This allows for a comprehensive overview of the logistics support to humanitarian responders in Ukraine, as well as ensuring complementarity and therefore avoiding duplication of efforts.

COMMON SERVICES

- The Logistics Cluster facilitates access to common storage and road transport in Ukraine, focusing on hard-to-reach areas across eastern and southern oblasts.
- The Logistics Cluster made available a new storage space in Kherson city with the capacity of 150 m^2 for humanitarian organisations responding in Ukraine.
- Currently the Logistics Cluster common storage capacity totals 10,150 m^2 across five locations in Ukraine:
    - Dnipro (4,500 m^2)
    - Kherson (150 m^2)
    - Kropynytskyi (1,000 m^2)
    - Kyiv (2,000 m^2)
    - Odesa (2,500 m^2)
- The Logistics Cluster presented partners an overview of common services' consignments in 2023. So far this year, 13,462 m^3 of relief items were received in common storage across Ukraine, and 5,124 mt of humanitarian cargo were dispatched to 132 destinations.
- 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.
- In addition, the Logistics Cluster supports inter-agency convoys with cargo consolidation and transport facilitation. Since the beginning of 2023, the Cluster has supported 86 inter-agency convoys across 6 oblasts through WFP dedicated fleet and commercial trucks.
- 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.

3. Atlas Logistique/HI Update

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

STORAGE SERVICES

- Atlas Logistique/HI warehouse in Mykolaiv has the capacity of 2,800 m^2.
- Preparation of opening the temperature-controlled storage with the following capacity is ongoing:
    - Two temperature-controlled rooms (15˚C to 25˚C) with the total capacity of 132 m^2
    - One refrigerated container (2˚C to 8˚C)
- The high occupancy rate remains in Atlas Logistique/HI warehouses in Dnipro, Kharkiv and Mykolaiv as well as in the newly built temperature-controlled room at Dnipro warehouse. Partners are invited to plan for releases and let Atlas Logistique/HI know should they have any particular constraints.
- The current Atlas Logistique/HI storage focal points and their contacts are:
    - Volodymyr Golovashchenko (Project Manager Storage) v.golovashchenko@hi.org
    - Solène Waeselynck (Operations Manager) s.waeselynck@hi.org

TRANSPORT SERVICES

- In August 2023, Atlas Logistique/HI completed 100 deliveries for 21 partners, including hard-to-reach areas.
- Since 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
    - International NGOs deployed to operation less than three months ago.
- Atlas Logistique/HI will support the requests not matching the mentioned-above criteria depending on the level of demand.

- Atlas Logistique/HI` partners are welcome to provide feedback or ask questions on the prioritization system.
- Atlas Logistique/HI transport focal points contacts:
    - Damien Volland, Project Manager Transport d.volland@hi.org
    - Solène Waeselynck, Operations Manager s.waeselynck@hi.org.

4. 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.

The next national coordination meeting will take place in Kyiv on 27 September 2023 at 16:30.

Contacts

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