Meeting Minutes, 5 October 2023

Odesa, Ukraine

LOCATION	Odesa, Ukraine (online and in-person)
DATE	5 October 2023
CHAIR	Logistics Cluster
PARTICIPANTS	Atlas Logistique/Humanity and Inclusion (HI), Distribute Aid, International Committee of Red Cross (ICRC), International Blue Crescent Relief and Development Foundation (IBC) Ukraine, La Chaîne de l'Espoir, People in Need (PIN) Slovakia, Project HOPE, Refugee Foundation (Stichting Vluchteling), Swiss Church Aid (HEKS/EPER).
ACTION POINTS	• Partners to share logistics needs and plans to support operational planning for winterization with ukraine.logisticscluster@wfp.org. • Partners to share information on the new humanitarian goods importation procedure with ukraine.logisticscluster@wfp.org. • The Logistics Cluster to look into the eligibility of generators imported as humanitarian aid for VAT exemption. • Partners with available storage space for solid fuel in the southern oblasts or are aware of reliable storage suppliers to share information with ukraine.logisticscluster@wfp.org
AGENDA	1. Logistics Cluster Key Updates 2. Atlas Logistique/HI Update 3. New Humanitarian Aid Importation Procedure 4. AOB

1. Logistics Cluster Key Updates

- Humanitarian organisations can find the detailed information on the Logistics Cluster mandate and activities on the global webpage, or on the dedicated one for Ukraine operation specifically.
- Karolina Greda karolina.greda@wfp.org Logistics Coordination and Partnership Officer joined the Logistics Cluster team in Odesa.
- The Global Logistics Cluster Training Catalogue presents an overview of available and free-of-cost online courses. These are accessible by the humanitarian community through the WFP E-learning platform. Through the Logistics Cluster learning channel on the E-learning platform, partners may

access a variety of courses, including Basic Humanitarian Logistics, Strategic Emergency Logistics, Information Management, and Service Mindset.

INTER-AGENCY MISSION TO KHERSON OBLAST

- The Logistics Cluster joined OCHA-led inter-agency mission to four settlements (Ivanivka, Poniativka, Novotiahynka, Tokarivka) in Khersonska oblast to provide technical expertise assess the physical accessibility and identify suitable offloading points.
- The mission's findings and recommendations were presented and discussed during the meeting. Partners interested to learn more can reach out to Cluster at ukraine.logistics@wfp.org for more information.

COMMON SERVICES

- Temporary Storage and Transport Standard Operating Procedures (SOPs) outline terms on how to access common services, which are focusing on hard-to-reach areas in eastern and southern oblasts.
- The Logistics Cluster makes available to partners common warehouses across southern oblast, specifically in Odeska oblast, Chornomorsk (2,500 m^2) and in Khersonska oblast, Kherson city (150 m^2).
- 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.
- To access the common services, Service Request Form (SRF) is to be submitted to ukraine.clustercargo@wfp.org at a minimum of 72 hours in advance. Instruction on how to fill the SRF can be found here.
- Brief guide and key notes on SRF submission were presented. Should humanitarian organisations require any support or additional training on SRF submission can contact ukraine.clustercargo@wfp.org.
- The Logistics Cluster facilitates access to road transport, supporting transport requests to hard-to-reach across south oblasts of Ukraine through commercial trucks.
- Four WFP fleet trucks are operational out of Odesa, to support inter-agency convoys across southern oblasts.

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

- Organisations may directly contact Solène Waeselynck (Operations Manager) at s.waeselynck@hi.org, to discuss partnerships.
- Starting 4 September, Atlas Logistique/HI has established generic email addresses for service requests:

  For transport operations: atlas.transport@ukraine.hi.org

  For storage operations:

  - Dnipro: atlas.dnipro.storage@ukraine.hi.org

- Kharkiv: atlas.kharkiv.storage@ukraine.hi.org
- Mykolaiv: atlas.mykolaiv.storage@ukraine.hi.org

- Contact details of Atlas team members per hub/type of service are also accessible here.

STORAGE SERVICES

- Mykolaiv warehouse now includes two temperature-controlled rooms (15˚C to 25˚C) with the total capacity of 132 m^2. Preparation to launch 2˚C to 8˚C storage is ongoing.
- High occupancy rate in Mykolaiv warehouse remains, therefore partners are encouraged to ensure releases of their stock.
- Atlas Logistique/HI will revise SOPs, including storage duration for temperature-sensitive cargo.

TRANSPORT SERVICES

- In September, Atlas Logistique/HI completed 89 deliveries, 60% of which were on behalf of local NGOs.
- For temperature-sensitive cargo refrigerated transport services with vehicles of varying sizes are available.
- Atlas Logistique/HI will support the requests not matching prioritization criterias depending on the level of demand. Current level of demand allows considering requests not fully matching above-mentioned criteria.
- Christelle Daniel, newly arrived Project Manager for Transport c.daniel@hi.org will be overseeing transport operations.

3. New Humanitarian Aid Importation Procedure

- In September 2023 Ukrainian government has changed the procedure of importing and accounting for humanitarian aid to step into effect 1 December 2023.
- The main change is related to the implementation of the Automated Humanitarian Aid Registration System, an e-platform to be used for both declaring and accounting humanitarian aid. The Logistics Cluster will liaise with IMPACCT to find more information on these changes and will keep partners posted.
- Organisations are reminded to check with Ukrainian authorities and a certified clearing agent before moving assets.
- Partners are encouraged to share information on changes with humanitarian goods customs clearance with ukraine.logisticscluster@wfp.org. The Logistics Cluster will continue sharing any significant updates regarding the procedure with the humanitarian community.
- The Ministry of Social Policy of Ukraine published the timeline of humanitarian aid importation changes that can be found here.

4. AOB

- The Logistics Cluster has the capacity to support partners with storage and transport services for the winterization needs. In the light of ongoing winterization preparedness efforts, humanitarian organisations are strongly encouraged to share any winterization-related information, their winterization needs and plans with ukraine.logisticscluster@wfp.org.
- REACH Ukraine published findings on the "Cold Spots" Identification & Collective Sites Winterisation Needs" assessment meant to provide a data-driven approach to support the allocation of resources and geographical prioritisation of winterisation activities. Some partners expressed interest in knowing whether generators imported as humanitarian aid are still eligible for VAT exemption. The Logistics Cluster will look into this matter and provide updates to partners.
- One organisation is looking for a suitable site for storage of solid fuel and for local organisations in the southern oblasts to support the distribution. The Logistics Cluster recommended contacting Red Cross and will share the most recent list of commercial logistics suppliers list with the organisation. Should any organisations have available storage space for solid fuel in the southern oblasts or are aware of reliable storage suppliers, please share with us at ukraine.logisticscluster@wfp.org. Partners are encouraged to participate in-person in the next coordination meetings.

Date of the next sub-national coordination meeting in Odesa TBC.

Contacts

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