Meeting Minutes, 20 October 2022

Odesa, Ukraine

LOCATION	Odesa, Ukraine (in-person and online)
DATE	20 October 2022
CHAIR	Logistics Cluster
PARTICIPANTS	HEKS/EPER, International Medical Corps, International Rescue Committee, INTERSOS, Manifest Mira, United Nations High Commissioner for Refugees (UNHCR), Way Home, World Health Organisation (WHO).
ACTION POINTS	• Partners planning to require additional common services are encouraged to share their plans with the Logistics Cluster ukraine.logisticscluster@wfp.org.
AGENDA	1. Logistics Cluster Overview 2. Gaps and Needs Analysis Refresher 3. IOM Common Pipeline Programme 4. AOB

1. Logistics Cluster Overview

- On 17 October the Logistics Cluster joined a WFP-led mission and visited Kryvi Rih to meet and discuss the humanitarian situation with oblast authorities. Furthermore, on 18 October, the Cluster team visited three villages within the Khersonska oblast.

COORDINATION MEETINGS

- Coordination meetings are held every two weeks in Kyiv (national), Dnipro (focused on eastern oblasts), and Odesa (focused on southern oblasts). The invite to the national coordination meeting is circulated through the Logistics Cluster mailing list. Partners who wish to take part to the sub-national coordination meetings of Dnipro and/or Odesa, can contact ukraine.logisticscluster@wfp.org to be included on the specific address lists.

UKRAINE OPERATION WEBPAGE

- On the Logistics Cluster dedicated operation webpage, partners can find key documents such as the Concept of Operations (ConOps) in both English and Ukrainian, guidance, Transport and Temporary Storage Standard Operating Procedures (SOPs), meeting minutes, Logistics Cluster Team contacts, and upcoming coordination meetings.

PARTNERS-MANAGED STORAGE CAPACITY

- The Partners-managed Storage Capacity (PSC) interactive map is publicly available through the Logistics Information Exchange (LogIE) platform, which can be accessed through the Logistics Cluster Ukraine operation webpage.
- The interface displays – with the agreement of the humanitarian organisation itself – partners' warehouses and those which are available for space sharing with other humanitarian organisations, to support the efficient use of resources (space-sharing agreements between organisations should be arranged bilaterally). Going forward partners will also be asked if they consent to their warehouse information be shared (only) with other humanitarian organisations on a bilateral basis, to encourage and support interconnectivity and coordination among organisations.
- Warehouse icons do not point to a physical facility of any kind, for security reasons.
- The Warehousing Survey continues to be open to partners, who are invited to share their storage capacity details. The survey form is made up of eight questions and takes less than two minutes to be completed. Partners who need to update they warehouse information details, may contact ukraine.logisticscluster@wfp.org.
- So far from the information received from partners, the total humanitarian storage capacity across southern oblasts is 11, 070 m^2 (Khersonska 1,140 m^2, Mykolaivska 370 m^2, and Odeska 9,560 m^2 oblasts), of which 3,880 m^2 have been indicated as available storage capacity to be shared with other humanitarian organisations.

ROAD TRANSPORT AND STORAGE

- The Logistics Cluster facilitates access to temporary storage and transport services in Ukraine on a free-to-user basis, focusing on hard-to-reach areas. The total common storage capacity in Odesa is 2,500 m^2.
- The Logistics Cluster coordination cell in Odesa aims to provide support and coordination to partners operating across southern oblasts. The Logistics Cluster Team, jointly with OCHA, is closely monitoring newly accessible areas.
- 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, and an SRF submission flowchart in both English and Ukrainian is also published as additional guidance.
- The Logistics Cluster also supports humanitarian organisations with cargo consolidation and facilitation of transport through inter-agency convoys, which are planned and coordinated by OCHA through the Humanitarian Operations Planning Cell (HOPC), as well as by facilitating access to WFP-led convoys.
- For the first time Khersonska oblast was reached by an inter-agency convoy on 20 October.

- Partners who need to access inter-agency convoys, should directly contact the following OCHA focal points:
  - **Donetska oblast**: Lena Gorska lgorska@un.org and Shahlo Rahimova rahimova@un.org
  - **Kharkivska oblast**: Maka Khazalia maka.khazalia@un.org
  - **Khersonska oblast**: Shahlo Rahimova rahimova@un.org and Mamyrzhan Abdullaev mamyrzhan.abdullaev@un.org
  - **Zaporizka oblast**: Oleksii Shaidenkov oleksii.shaidenkov@un.org.

2. Gaps and Needs Analysis Refresher

- In September, the Logistics Cluster conducted a refresher of the June 2022 Gaps and Needs Analysis (GNA), to ensure that the Logistics Cluster Concept of Operations (ConOps) is still relevant, and to inform the drafting of the Humanitarian Response Plan 2023 Logistics section accordingly.
- 17 semi-structured interviews were conducted across UN agencies, NGOs and the International Red Cross and Red Crescent Movement, with 80 percent of participants' roles being at Director or Country Manager level.
- In regards to winterisation activities, 30 percent of organisations confirm to have completed their plans, and 55 percent confirm to have sufficient supply chain resources.
- The most notable preliminary finding relate to organisations' expected use of common logistics services, which is foreseen to increase from a current 40 percent to a future 60 percent – which represents a 50 percent increase.
- The Logistics Cluster strongly encourages partners to share their logistical plans in relation to the ongoing winterisation preparedness efforts with ukraine.logisticscluster@wfp.org. This will allow for Cluster visibility and therefore ensure the ability to support partners with their common logistical needs.
- The September GNA refresher summary is in the process of being finalised, and will be published on the dedicated webpage.

3. IOM Common Pipeline Programme

- The IOM Common Pipeline Programme is a supply chain solution designed for large crises, aiming to strengthen the capacity of humanitarian actors in preparing and responding to protracted and emerging needs, including for contingency purposes.

- Through the Common Pipeline Programme, and in direct support to the Shelter and WASH clusters, partners receive supplies which have been endorsed by the clusters themselves. IOM is responsible for procuring, prepositioning, and storing supplies in strategic locations.
- In order to be eligible to access the Common Pipeline Programme, partners require to be endorsed by the relevant Cluster, and sign a Memorandum of Understanding (MoU) with IOM, for the duration of one year.
- IOM prepositions the contingency stock across 14 warehouses across Ukraine, and partners are responsible to arrange for the transport of the supplies to response locations.
- Under the Common Pipeline Programme the available supplies are: household NFIs, individual bedding kits/winterisation kits, emergency shelter items, and household hygiene kits.
- Organisations interested in the Common Pipeline Programme, can contact IOM directly at Kaur Sukhwant skaur@iom.int and Hossain Syeda Rubiya srhossain@iom.int.

4. AOB

- Partners flagged the challenges they face in identifying suppliers to procure goods locally for winterisation preparedness.
- Partners were seeking to know if Logistics Cluster will increase its presence in Kharkivska oblast. Currently there are no plans to setup warehouse capacity or coordination cell in Kharkivska oblast. For storage services in Kharkiv, partners can contact Atlas Logistique - Humanity and Inclusion: a.chivot@hi.org.
- OCHA released a Winterisation Dashboard, which maps the different winterisation activities by cluster across oblasts.

The next coordination meeting in Odesa will take place on 3 November 2022 at 17:00.

Contacts

Jordan Isenhour	*Logistics Officer Odesa*	jordan.isenhour@wfp.org
Sarah Reggianini	*Information Management & Coordination Officer*	sarah.reggianini@wfp.org
Iryna Prodan	*Information Management Officer*	iryna.prodan@wfp.org