<table>
<thead>
<tr>
<th>LOCATION</th>
<th>Cairo, Egypt (Online and In-Person)</th>
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<tbody>
<tr>
<td>DATE</td>
<td>30 October 2023</td>
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<tr>
<td>CHAIR</td>
<td>Palestine Logistics Cluster Coordinator</td>
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<tr>
<td>PARTICIPANTS</td>
<td>ACTED, Action Against Hunger Spain (ACF), Aid Pioneers, Alight, American Friends Service Committe (AFSC), Alianza por la Solidaridad, Americas Foundation, Anera, CADUS, Catholic Relief Services (CRS), Convoy of Hope, Danish Church Aid (DCA), Directorate-General for European Civil Protection and Humanitarian Aid Operations (DG-ECHO), Finnish Red Cross (FRC), Finn Church Aid (FCA), FCA, Foreign Commonwealth &amp; Development Office (FCDO), Global Communities, Global Empowerment Mission, HELP Logistics, HI/Atlas Logistique, Human Appeal, Hemmedica International Aid, IMPACCT, IMPACT Initiatives, International Committee of the Red Cross (ICRC), International Council of Voluntary Agencies (ICVA), International Federation of the Red Cross and Red Crescent (IFRC), International Health Partners (IHP), International Medical Corps (IMC), International Organisation for Migration (IOM), International Rescue Committee (IRC), Japan International Cooperation Agency (JICA), Japan International Volunteer Center (JVC), Johanniter International, Kuehne + Nagel, Medical Aid for Palestinians (MAP), Médecins Sans Frontières Belgium (MSF), Médecins Sans Frontières France (MSF), Médecins Sans Frontières Spain (MSF), Medicos del Mundo Spain (MdM), Médecins du Monde France (MdM), MedGlobal, Mercy Corps, Middle East Children’s Alliance (MECA), MuslimFunders, Norwegian Red Cross (NRC), Norwegian Refugee Council (NRC), Oxfam, Palestine Children’s Relief Fund (PCRF), Penny Appeal, Premiere Urgence Internationale (PUI), Project Hope, Samaritan’s Purse, Save the Children International (SCI), ShelterBox, Swiss Church Aid (HEKS/EPER), Syrian American Medical Society (SAMS), Terre des hommes, United Nations Children Fund (UNICEF), United Nations High Commission for Refugees (UNHCR), United Nations Humanitarian Response Depot (UNHRD), United Nations Office for the Coordination of Humanitarian Affairs (OCHA), United Nations Population Fund (UNFPA), United Nations Relief and Works Agency (UNRWA), United States Agency for International Development (USAID), WeWorld, World Central Kitchen (WCK), World Food Programme (WFP), World Health Organisation (WHO)</td>
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ACTION POINTS

• Partners to provide input on their pipeline and stocks in country through the [form](https://logcluster.org/en/ops/pse23a) to gather information and coordinate the upstream pipeline.
• Partners asked to provide information to the Logistics Cluster on any trucks that are prepared to be included in the manifest creation process.
• Partners are advised to [sign up](https://logcluster.org/en/ops/pse23a) to receive the latest communications from the mailing list, Palestine Logistics Cluster WhatsApp group, and the dedicated WhatsApp group on customs.
• Egyptian Red Crescent to share the SOPs once they have been finalized.
• IMPACCT Working Group to share guidance on the importation procedures once the customs authorities approve the consolidated document.

AGENDA

1. Logistics Updates
2. Palestine Logistics Cluster and Egypt Coordination Cell Updates
3. Standard Operating Procedures (SOPs)
4. Partners’ Updates and AoB

1. Logistics Updates

• The Palestine Logistics Cluster shared its coordination structure with two cells:
  o One with a focus on Palestine and inside Gaza
  o One with a focus on access to Gaza from Egypt (Egypt Logistics Coordination Cell)

2. Palestine Logistics Cluster and Egypt Coordination Cell Updates

• The Logistics Cell shared the aggregated figures on the total number of confirmed trucks that have crossed Rafah from 21 to 30 October to the meeting. The arrival of the trucks is confirmed with UNRWA and the figures shown are updated once official confirmation has been received.
  o A total of 94 confirmed trucks have crossed into Gaza as of the day of the meeting (30 October):
    • 21 October – 20 trucks
    • 22 October – 14 trucks
    • 23 October – 20 trucks
    • 24 October – 0 trucks
    • 25 October – 8 trucks
    • 26 October – 12 trucks
    • 27 October – 10 trucks
    • 28 October – 0 trucks
29 October – 10 trucks, awaiting official confirmation of 40 other trucks that were expected to pass on 29 October.

- Regarding the sending organisations, the cargo in the convoy was sent on behalf of Egyptian Red Crescent (ERC), donor governments and UN agencies.
- Regarding the sectors, the priorities so far remain health, WASH and water, and food.

- Regarding the process that is currently being followed, it was explained that trucks that are in the queue in Rafah are selected for the convoy, scanned by the Egyptian authorities at Rafah, then travel down to Nitzana where they are scanned again, then return to Rafah and enter the handover point. Once on the other side, the cargo is offloaded and loaded in UNRWA trucks and carried to UNRWA warehouses for pick up by agencies and implementing partners.
  - OCHA elaborated that this current verification mechanism is under negotiation and it may change from what is now in place. A potential role of the UN in any new mechanism remains to be defined.
- The Logistics Cluster and OCHA help in organizing the convoy manifest for humanitarian partners with trucks lining up at Rafah. Inputs shared by the Logistics Cluster are based on the official response priorities set by the Inter-Cluster Coordination Group (ICCG). The final manifest goes through multiple clearance steps before it is finalized.
  - OCHA noted that cargo sector prioritization is based on the reported needs from inside Gaza.
- The Logistics Cluster is in touch with multiple stakeholders to maintain visibility and communication on the process, with final figures on trucks received updated only when it can be officially confirmed they are accurate.
- Following the looting of humanitarian warehouses and cargo, the UNRWA warehouse in Gaza can no longer be used to store cargo for partners. Items arriving in Gaza must be immediately picked up by the recipient organization. UNRWA is working to fully account for the impact of the looting so they can report to the affected partners. They are planning to share the impact on the stock and infrastructure in the next two days. UNRWA also noted they are not responsible for the loss and damage of partner cargo in their warehouse given the extenuating circumstances.
- UNRWA is working on finalizing Standard Operation Procedures (SOPs) for cargo arriving inside Gaza, and they will be shared once finalized. UNRWA reports data collected manually with Logistics Cluster but is interested in moving to an electronic tracking system, such as the implementation of Relief Item Tracking Application (RITA), to report on trucks and cargo received.
- UNRWA highlighted that what is incoming should be communicated with them sufficiently in advance for planning purposes, that items should be palletized and labelled for easier identification and reporting, and that recipients should be ready to collect items so that the UNRWA team does not need to continually reach out to them to pick up the items. They can share contact information for coordination.
- The plan is for the Logistics Cluster to establish capacity inside Gaza to support the reporting of received cargo and coordinate pick-up with recipients to support UNRWA.
Following a question from a partner, Coordination and Liaison Administration (CLA) approval is still required for the importation of cargo into Gaza and UNRWA does not support with the process of getting this authorization. This authorization can take two to three days to receive and each sending organization should undertake it.

The Logistics Cell informed that discussions are ongoing to define clear convoy modalities and deadlines, etc.

Situation for Al Arish remains the same, it is the only designated airport for humanitarian cargo (as per the Government of Egypt designation).

Other entry options to Gaza continue to be explored.

The Logistics Cell is continuing to coordinate closely with ERC and has agreed on an augmentation plan. Mobile storage units (MSUs) has been set up in Al Arish providing a total 1,600 m2 of additional storage space.

The Egypt logistics cell provided an update on the Concept of Operations (ConOps) of the Palestine Logistics Cluster, which was published on the dedicated webpage. The plan is to support partners over the next three months.

- The plan was discussed with the Egyptian Red Crescent as the main actor leading the operations in Sinai to dispatch cargo into Gaza.
- The plan includes the augmentation of the logistics capacity of ERC in Al Arish.
- Cairo and Jerusalem will be centers for coordination and information management.
- Ismailia to have common storage, including temperature controlled storage, and transport. The storage space has already been identified with ERC.
- Port Said to have common storage through a WFP warehouse.
- Al Arish to have common storage, including temperature controlled storage, and transport. The date when storage will be made available in Al Arish has not yet been determined but the setup of services is in process.
- In Gaza, the plan is considering the augmentation of the transport and storage capacity of the Palestinian Red Crescent Society on the other side of Rafah.
- If partners need more storage for all of their incoming cargo, they are asked to let the Logistics Cluster know where, when and how much storage they will need so potential support can be provided. Plans need to be shared in order for sufficient services to be made available through the pipeline form.
- All transportation in Egypt will be done through ERC. The Logistics Cluster is working to contract trucks to support this service and expects transportation support to be available in Al Arish soon.

Incoming pipeline information is being collected from partners via a survey, a graphic of the information collected so far was shared in the meeting. Currently it seems most cargo is being brought into Egypt by air and then moved to Al Arish and onwards to Rafah.

Partners are encouraged to keep providing information on their current stocks in country (including Israel, Jordan and Egypt) and incoming pipeline to support advocacy efforts and logistics planning by
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Palestine Logistics Cluster (Gaza response) and Egypt Logistics Cell

filling out the form with their updated information. Understanding partners’ pipelines helps plan for logistics needs and services.

- **Consolidated airlifts**
  - HULO – Partners interested in making requests can do so through the [Hulo platform](https://logcluster.org/en/ops/pse23a). The next flight is expected to happen at the beginning of next week.
  - UNHRD – A plane provided by the Italian Ministry of Foreign Affairs took off today with relief items. Another flight is scheduled tomorrow from Dubai. Another flight with 69 mT and five partners on board that is scheduled to fly on Friday.

- **In terms of customs procedures, IMPACCT Working Group is in contact with the Egyptian customs authorities on a daily basis. A document has been compiled with instructions on the non-governmental organization (NGO) registration process and on the procedures for UN and NGOs that have been registered. The document will be posted once approval has been received by the customs administration.**

- **For coordination of convoys through the open handover point, information is needed on all humanitarian cargo currently in Rafah, Al Arish, Ismailia and Cairo. If the cargo is on trucks, partners are asked to share information on the truck number and location of their trucks with the Logistics Cluster to support the coordination of convoys.**

- There is some partial information available of what is already in trucks and waiting at Rafah, if partners have any questions about this, this can be discussed bilaterally.

### 3. Standard Operating Procedures (SOPs)

- Partners were reminded of the requirements for the truck to ensure the efficient and smooth movement of the convoys:
  - Due to the limited storage capacity in Gaza, partners were reminded to have a presence or ensure a counterpart to pick up the cargo.
  - Partners need to have a distribution plan and the cargo needs to be picked up from the warehouses immediately upon arrival in Gaza warehouse.
  - Partners were reminded to ensure the trucks are full for the efficient usage of resources. Partners shipping less than a truckload of cargo will be able consolidate with other partners to fill a truck.
  - In terms of visibility of the trucks, more guidance will be provided in the coming day.
  - Partners need to ensure the cargo is palletized on the trucks as this will facilitate the offloading of the trucks in Rafah and the loading into UNRWA warehouse. In addition, labelling the pallets with stickers of the sending organization will support with the identification of the cargo and accountability.

The Egypt Logistics Cell met with ERC, together with WHO and UNICEF, to define the SOPs for the operation. UNRWA has been consulted and will be kept in the loop of the discussions. The finalization of the SOPs is ongoing.

Items to be included in SOPs:
- Points of entry and customs processes
- Timeline of request
- Service request process
- Documentation
- Cargo requirements and palletization

Palletization:
- All cargo items must be securely and safely loaded onto pallets.
- Each pallet must be clearly marked with:
  - Agency name (and recipient agency if different than sender).
  - Consignment/tracking number
  - Package relevant info (Pallet 1 of X).
  - Branding and stickers are highly advisable as well.
  - If consignments are small volume, or may be split up for any reason, it is highly advisable that individual boxes be marked as well.
- Scanning and handling requirements:
  - Pallets - 120 cm width x 120 cm length, and cannot exceed 130 cm height. Pallets over 130 cm will need to be broken down and split into multiple pallets.
  - Each pallet should not weigh more than 750 kg, including the weight of the pallet itself.
  - Each pallet should be wrapped 4 layers of stretch plastic wrap, and should be secured with plastic binding.
- These requirements are shared based on information currently available, until further notice.

Forbidden goods/dual use items:
- Shipments must comply with prevailing regulations of both the Egyptian Authorities, and with the denied list of goods/dual use items established by Israel. Key items that may be excluded include (but is not limited to):
  - Cars of all types (except for medical-aid cars)
  - Construction materials of all types
  - Pre-equipped buildings
  - Gas and oxygen tanks
  - Any prohibited materials and products such as fuel, money, etc.
4. Partners' Updates and AoB

- Multiple partners had questions regarding operating as an organization that is not registered in Egypt. It is possible for non-registered organizations to consign cargo to ERC but it is a longer process. Some partners may be able to support through local partners who are registered in Egypt.
- UNFPA noted that transporting items into Egypt by sea may be challenging and is not a viable option for their medical importation.
- Organizations should avoid using bonded trucks to take cargo to the border as all items must be consigned to ERC to be approved to enter the handover point.
- The Logistics Cluster will not be able to palletize cargo for partners. Partners must ensure their own cargo is palletized.
- Partners asked about warehouse capacity inside Gaza, at the moment the Logistics Cluster does not have storage space in Gaza but the plan is to establish temporary storage for partners to use for initial cargo acceptance. This would only be for temporary storage prior to pick up and not for prepositioning due to space limitations. Partners should continue to plan for immediate distribution.
- Following questions about ERC’s capacity, it was clarified that the Logistics Cluster is supporting ERC to augment their capacity with storage, transport, and personnel. ERC is running the response so the goal is to help enable them to manage all the incoming humanitarian support.

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