Meeting Minutes, 3 September 2025

LOCATION	Kyiv, Ukraine (in-person and online)
DATE	3 September 2025
CHAIR	Logistics Cluster
PARTICIPANTS	ACAPS, Agency for Technical Cooperation and Development (ACTED), Catholic Relief Services, CESAL, Corus International, Diakonie Katastrophenhilfe (DKH), Estonian Refugee Council (ERC), Food and Agriculture Organization (FAO), Humedica e.V., International Organisation for Migration (IOM), IsraAid, Medicos del Mundo (Spain), People in Peril, Première Urgence Internationale (PUI), Prosperous Ukraine, Razom for Ukraine, Relief Coordination Centre (RCC), Solidarités International, Stabilization Support Services (SSS), Tenth of April, United Nations Children's Fund (UNICEF), United Nations Development Programme (UNDP), United Nations High Commissioner for Refugees (UNHCR), United Nations Office for the Coordination of Humanitarian Affairs (OCHA), United Nations Population Fund (UNFPA), We are brothers - We are Ukrainians, WeWorld.
ACTION POINTS	• Logistics Cluster to share Shelter Cluster guidelines on winterisation along with the meeting minutes. • Logistics Cluster to invite Emergency Telecommunications Cluster (ETC) for the next coordination meeting.
AGENDA	1. Winter Recommendations and Lessons Learned – Shelter Cluster 2. Humanitarian Access Challenges – OCHA 3. Logistics Cluster Key Updates: Coordination, Storage, and Transport

1. Winter Recommendations and Lessons Learned – Shelter Cluster

- Shelter Cluster provided an update on preparations for the 2025/26 winter response. Priorities remain personal insulation, heating support, and home insulation, with particular focus on eastern oblasts due to rising housing damage, displacement, and collective site needs. Partners were reminded of the importance of pre-positioning assistance ahead of mid-October, avoiding late distributions, and ensuring deduplication through RAIS+.
- Key lessons highlighted included the need to use pre-stacked firewood to avoid delivery discrepancies, verify supplier compliance with environmental/legal standards, and assess supplier capacity before contracting. The Cluster also encouraged partners to apply an energy-equivalent approach when distributing solid fuel, rather than focusing on type, to ensure households receive comparable heating value.
- During the discussion, questions were raised about market assessments and beneficiary solid fuel preferences. The Shelter Cluster confirmed that annual consultations with authorities and technical working groups help determine needs and guide recommendations, while beneficiaries' information about heating equipment, i.e stove type and local availability of solid fuel types, inform fuel choice. Partners were also reminded of available reference documents and guidance on winterization planning.
- During the meeting, key resources and guidelines published on Shelter Cluster website, were presented: Winter Lessons Learned 2024-2025, Shelter Cluster Ukraine Activities Handbook 2025, Winterization Recommendations 2025-2026. Should organisations have questions, they can address Irene Mutevu, Senior Shelter Cluster Coordinator, mutevu@unhcr.org and Kostyantyn Dmytrenko, Deputy Cluster Coordinator, dmitrenk@unhcr.org.

2. Humanitarian Access Challenges – OCHA

- The Access Unit presented the latest developments affecting humanitarian operations, with a focus on Donetsk oblast. Recent weeks have seen intensified hostilities around Pokrovsk, Rodynske, and along the Donetsk-Dnipro border, leading to new waves of displacement. Authorities have expanded transit and evacuation support, including new centres in Pavlohrad, Kharkiv, and Lozova, to manage the increased movement of people.
- Access constraints remain a critical challenge. The main route from Dnipro to Kramatorsk has access challenges, slowing down humanitarian transport, while partners are increasingly operating from Kharkiv to cover Sloviansk and Kramatorsk. Mandatory evacuations for families with children are now in place in Dobropillia, with most humanitarian actors relocating operations from the area.
- The growing threat of FPV drone attacks was also highlighted, which account for nearly 60% of incidents within 20 km of the frontline. Partners were encouraged to share access challenges and relocations with the Access Working Group to strengthen collective analysis. Recent discussions with INSO and UNDSS explored the use of drone frequency scanners and other early-warning tools, while underlining the need for careful risk analysis before deploying such technology.
- The Access Unit reiterated the importance of reporting any access issues, denials, or delays through the Access Monitoring and Reporting Framework (AMRF) as these may hinder humanitarian access. Partners can address questions to the OCHA Access and Civil Military Coordination Unit at ocha-ukr-access-cmcoord@un.org.

3. Logistics Cluster Key Updates

COORDINATION

- The Logistics Cluster briefed partners on preparations for the 2026 Humanitarian Needs and Response Plan (HNRP). The plan introduces a new structure built around four strategic priorities: frontline response, rapid response to airstrikes, evacuation support, and assistance to vulnerable IDPs in collective centers. Each working group is co-led by cluster coordinators with OCHA, UN agencies, and NGO participation. While all priorities are interlinked, logistics plays a critical role in frontline and rapid response operations, ensuring that life-saving relief items reach affected areas on time.
- The Cluster's contribution to the HNRP will depend on the outcome of the upcoming annual Gaps and Needs Analysis (GNA), planned end September/early October, to capture partner inputs and logistical challenges to shape the strategy and define priorities for 2026. A survey will be followed by bilateral consultations, with results feeding into the logistics narrative of the HNRP.
- The finalized plan is expected to be launched in December in the presence of government representatives. The Cluster underlined that logistics is a cross-cutting enabler of all response priorities and confirmed that updates on progress will continue to be shared with partners through meetings and mailing lists.

ONGOING COMMON SERVICES – TRANSPORT AND STORAGE

- The Logistics Cluster reported sustained high demand on the common logistics services, supporting 55 organisations with transport and 30 organisations with storage. Access constraints continue to affect movements into hard-to-reach areas: several commercial carriers are declining last-mile trips, and transport to locations such as Kramatorsk/Dobropillia and parts of Kherson Oblast is temporarily suspended. Partners were asked to share their transport and storage plans in advance to ukraine.clustercargo@wfp.org so the Cluster can align fleet and warehouse pipeline requests.

- On storage, Kyiv warehouse is now closed as of 2 September. Partners were reminded that Kherson common storage is again operational and serves mainly as a quick-rotation hub (short stays only, ~10 days) to ensure fair access; Dnipro and Odesa remain active with steady inflows/outflows across WASH, Shelter, Protection, Health and other cargo. Kharkiv storage opening is pending finalization; the delay is caused due to remaining agreement challenges and security clearances with the site. The Logistics Cluster will update partners once confirmed.
- Partners were reminded that both Dnipro and Odesa warehouses can accommodate storing large items, for example, new unfuelled generators. Partners with upcoming storage needs are encouraged to reach out to the Cluster team with their plans.
- To request the Logistics Cluster services, partners need to submit the Service Request Form (SRF), which can be accessed online through the operation webpage or through the link. After submission, partners still need to validate the requests through the link they receive in the inbox. An excel Service Request Form (SRF) still can be submitted to ukraine.clustercargo@wfp.org.

TRAINING & GUIDANCE UPDATE

- Partners were updated about the translation of the learning materials into Ukrainian:
  - The Customs & Importation e-learning course has been translated into Ukrainian and will go live once the hosting platform completes its licensing update and the testing phase is undergone; the link will be circulated via mailing list.
  - The Logistics Operational Guide (LOG) Ukrainian translation is in final proofreading and will be shared upon release.
- Should partners have any questions or require any support with their humanitarian logistics activities, kindly contact at ukraine.logisticscluster@wfp.org.

The next national coordination meeting is scheduled to take place in Kyiv on 15 October 2025 at 16:30.

Contacts

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