

Minutes of Meeting

Winterization Planning, coordination meeting for Donetsk oblast, Dnipro (online)

Date: November 7th, 2023

Participants: ACTED, ADRA, DRC, IOM, IRC, ICRC, Mercy Corp, PIN, PIU, IBC, OCHA, UNHCR

Topic: Winterization 2023-2024: Donetsk oblast. Finalization of the Winterization plan on solid fuel distribution

Agenda item	Summary of discussions
<p>Winterization planning brief overview</p>	<p>Main points of Winterization preparedness planning:</p> <ul style="list-style-type: none"> • The duration of winterization efforts has set by OCHA to be from mid-October until end of April each year, • ActivityInfo is used to collect information of the Partner’s plans by oblast\raion\gromada, types of activities and types of modalities; the first round of data collection started on 04.07.2023 • The National Shelter Cluster has delivered Winterization Recommendations 2023-2024: (ENG) • In coordination with the Ministry of Reintegration the information on Winterization needs from local authorities has been collected; • Donetsk oblast administration in cooperation with the Shelter Cluster Eastern hub conducted verification of the winterization needs data provided by gromadas (as mentioned above) • The Winterization plans for Donetsk oblast has been discussed on the follow meetings: 8.08 –GCM for Donetsk oblast, 10.10 – Ad-hoc meeting on Winterization planning for Donetsk oblast (detailed information on topics for discussions, agreed action points etc is reflected in Meeting minutes which have been share by Cluster) • The prioritized task of the planning is energy needs response. Other types of activities are being planned on a more flexible basis. <p>Links for all tables with planning information:</p> <p>Link for consolidated table of solid fuel needs and humanitarian response <i>(IMPORTANT! The table is available for editing; if your organization did not provide inputs till 10.11 or has got additional capacity, before editing and uploading your information please make sure the targeted gromada is still not covered and the gap between needs and response exists! The detailed explanation is below)</i></p> <p>Link for consolidated table on needs in NFI kits and Winter Clothes and humanitarian response - available for editing</p> <p>Link for Winterization plans of the Cluster’s Partners in Donetsk oblast – available for reading</p> <p>Link for consolidated table on needs in Generators - available for editing (the new table)</p> <p>Link for consolidated table on needs in Heaters - available for editing (the new table)</p>



Reached solutions and further action points:

The solid fuel distribution planning:

1. The table on solid fuel distribution planning has been developed by both Partner's inputs (if Partner indicated targeted gromadas by itself) and oblast administration recommendations (if Partner indicated only general target with no specified gromadas for distribution).
2. All Partner's inputs have been reviewed and prioritized within the process of developing the final Winterization plan.
3. All Partners have equal opportunity to add\withdraw\change any own inputs or consent\reject recommendation within the week before the meeting as well as directly on the meeting
4. The finalized Winterization plan on solid fuel distribution (in PDF) finalizes the first round of the energy needs response planning

Winterization plan on solid fuel distribution -Round I (in PDF)

1.WPSFD – R1 is the final document of the first round of the solid fuel distribution planning

2. The indicated in the WPSFD – R1 targets, needs and gromadas are considered as revised by both Cluster Partners and oblast administration and all parties agreed that the listed information is right and confirmed

3. The WPSFD R1 will be shared among targeted gromadas by oblast administration; the head of each targeted gromada will provide to Partner (s) indicated in the Plan the list of beneficiaries equal to the portion indicated in the Plan. The Head of each gromada is the responsible person for avoiding duplication within the process of distribution solid fuel (as well as cash for winterization). For those Partners who need documentary proof (official request for assistance), local authorities will provide those requests in accordance with the targets indicated in the Plan.

4. All Partners indicated in WPSFD R1 will inform the Cluster and oblast administration on the expected period\date of the delivery (please indicate in the table) as well as will inform via email about their expectations\needs in assistance on behalf of local authorities regarding delivery (logistic, transportation). Partner will inform on all important details on logistic for example expected dates, # of cargos, duration of the delivery, point of delivery etc. Oblast administration will provide the respond individually to all requested Partners

Winterization planning on solid fuel distribution - Round 2

1. Both local authorities and Partners acknowledge that any changes\amendment could be caused due to unpredictable reasons.
2. All gromadas will inform oblast administration about any changes, from the other hand Partners will inform the Cluster Hub respectively.
3. The new activities (both by new Actors, additional activities of existing Partners etc) should be planned in line with mandatory consideration of the existing plans, which means the new\additional response should be applied in gromadas with the gap between needs and response;
4. if Partners have any difficulties with that (p.3), the consultation with the Cluster is required; Partners should avoid duplication,

	<p>overlapping, and delivering assistance over the indicated needs</p> <p>Planning of the distribution of Winter Clothes and NFI kits</p> <ol style="list-style-type: none"> 1. The comparable table of NFI kits and Winter Clothes Needs\Response is developed and shared with Partners via Google-doc 2. Partners will verify and confirm\not confirm the targeted gromadas based on: <ol style="list-style-type: none"> 1) NFI kits are preferably to be distributed in the settlements on the LoC, affected by the attacks and shelling 2) Winter Clothes for adults are preferably to be distributed in the settlements on the LoC 3. The new activities (both by new Actors, additional activities of existed Partners etc) should be planned in line with mandatory consideration of the existing plans, which means the new\additional response should be applied in gromadas with the gap between needs and response; at the same time the Plan of distribution of the Winter Clothes\NFI kits should be considered as more flexible due to strong dependency of the unstable situation, sporadic needs etc. 4. Nevertheless, Partners should avoid duplication, overlapping, delivering assistance over the indicated needs <p>Planning of the distribution of Generators and Heaters</p> <ol style="list-style-type: none"> 1. The list of needs regarding generators and the list of needs on and heaters is accessible via links. Partners are highly encouraged to indicate their plans (in items). The oblast administration will provide more detailed information on needs, specifications, and contact information of relevant gromadas to each Partner who indicated the plan in the tables.
<p>Remarks on energy needs response</p>	<p>The follow gaps are still exist:</p> <ol style="list-style-type: none"> 1. Andriivska gromada – 198 individuals, Dobropilska – 1908 inds, Kramatorska – 208 inds, Slovianska – 3.111 inds, – the cash modality is preferable, gromadas are accessible 2. Avdiivska – 192 individuals, Ocheretynska – 249 inds – in-kind modality is preferable (but the security situation is hard in both locations) <p>Partners with additional capacity are highly encourage to respond the listed activities with informing Cluster and oblast administration in advance.</p>
<p>Agreed general approaches</p>	<p>Both Cluster Partners and local authorities will coordinate their activities via the Cluster and oblast administration respectively</p> <p>Both Cluster Partners and local authorities (raions, gromadas) will avoid reaching direct agreements and implementations without informing in advance the Cluster and oblast administration respectively</p>



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Both Cluster Partners and local authorities will inform about any changes\cancelations\new needs etc asap the Cluster and oblast administration respectively

Local authorities will request only realistic needs; oblast administration will revise the newly indicated needs periodically

The Cluster Partners will respond to the indicated needs, in those gromadas with the existing gap between needs and response; Partners will avoid duplication, overlapping, and delivering assistance over the indicated needs

Both Cluster Partners and local authorities will implement the agreed Plans led by humanitarian principals and in line with the spirit of cooperation and partnership.