



## MEETING MINUTES

**LOCATION:** Zoom

**DATE:** March 11, 2022 (15:00-17:00 GMT+2)

**CHAIR:** Charles Hopkins, FSL Cluster Co-coordinator  
Raquel Moreno, FSL Cluster Co-coordinator

**AGENDA:**

1. Overview
2. Partners' update on current presence and response
3. Review of the FSLC rapid assessment questionnaire
4. Agency designated focal point and alternate(s)
5. FSLC and IM/data management focal person & 5W reporting
6. AOB

### 1. Overview

50 (fifty) participants representing 39 institutions attended the FSLC coordination meeting. The institutions include donors, NGOs and international organizations (including UN agencies and the Red Cross movement).

Introduction from Cluster and new colleagues supporting the response:

- Damien Joud - Programme Officer, gFSC
- Raquel Moreno – Ukraine FSLC co-coordinator
- Louis Parker – acting Ukraine FSLC IMO
- Viktoriia Mykhalchuk – FAO Communication Specialist, acting Ukraine FSLC IMO

#### Overview of the situation:

- Humanitarian needs are increasing rapidly as military operations intensify.
- FSLC partners are meeting urgent humanitarian needs without compromising their safety.
- Stock shortages in supermarkets and shops impact households' access to food.
- FSLC partners' operational presence is hampered by relocating employees to safe heavens and finding new offices as they expand.
- Some FSLC partners lack the resources and funding to meet urgent needs.
- Obstacles to access and a deteriorating security environment impede response efforts.
- Significant damage to crucial infrastructure continues, and access to essential services is deteriorating.
- Food, medicine, and basic hygiene items are becoming scarce in the worst-hit areas.
- Even in areas with functioning and accessible markets, people encounter difficulty withdrawing money from ATMs and experiencing suspensions of money transfers.
- Iziom, Mariupol, Okhtyrka, Sumy, Kharkiv, Kherson, are isolated and food scarce. In this situation, ready-to-eat meals are preferred.
- Food, water, hygiene products, and medicines are urgently needed in Dnipro, Zaporizhia, Chernihiv, and Kharkiv. Most shops are closed and nothing can be bought in Zaporizhia.
- There are frequent requests for baby formula and food.

### Partners inputs, challenges in the response:

- Sensitivity of food composition: It was emphasized that while ensuring food is nutritious, it also important to consider the cultural context and religious diversity of the population, including Orthodox, Catholic, Jewish and Muslim groups.
- The functionality of markets in the Donbas region: It was noted that many markets are closed or only partially operating in Donetsk and Luhansk GCA.
- The usage of Ukrainian Hryvnias in areas recently outside government control: In some Russian-occupied areas, such as Luhansk and Donetsk oblasts, residents could not use Ukrainian Hryvnias to buy goods because they could not be exchanged for Russian rubles.

## 2. Partners' update on current presence and response

### Partners' update:

- **ACF.** For 2-3 days, ACF is conducting an exploratory mission in Poland, Moldova, Romania, and Lviv. The assessment will result in an operational presence in these areas to assist humanitarian needs. For example, in Ukraine, ACF will provide multi-purpose cash assistance, mental health care, and other services as determined by the assessment. Food security, psychology, and health are among ACF's multi-sectoral team members. ACF left Ukraine in 2018 and is back due to the overwhelming humanitarian needs. It will provide an update on the next steps or plans of action next week.
- **AirLight** provided food parcels to 200 early people in bomb shelters and has organized a truck from Poland to provide food and medicine to 500 people in Sumy, where the situation is dire. Since the crisis's escalation on February 24, 2022, AirLight has provided food and humanitarian aid to over 1,400 people. It assisted Marinka and Stanytsia Luhanska, now in non-government-controlled areas. The Russian Ruble is the preferred currency in these areas, rather than Ukrainian Hryvnias (UAH). The abrupt change makes it difficult for UAH holders to spend their money on essential services. AirLight has assembled a volunteer team in Kharkiv oblast, Sumy, Mariupol, Kyiv, and surrounding areas such as Borodyanka, Makariv, Klavdiyevo-Tarasovo, Pylypovychi, and Babyntsi.
- **Help Ukraine** is a non-profit organization based in Germany that currently works with and through local partners. Local partner Shyrokyi Step in Zaporizhzhya has begun distributing food parcels and hygiene kits to the city's internally displaced persons (IDPs). Vostok SOS will launch a project in the oblasts of Zakarpattia, Luhansk, and Donetsk to distribute food parcels, hygiene kits, medicines, cash assistance, civilian evacuation, and establish a hotline to address urgent humanitarian needs.
- **People in Need (PiN)** is a non-governmental organization (NGO) that provides humanitarian aid to the crisis-affected population in Eastern and Western Ukraine, with its core team currently based in Lviv even though most of its staff are in other parts of the country. PiN is preparing to distribute vouchers to 2,000 IDPs in the Chernivtsi region in collaboration with the World Food Programme (WFP). PiN is assessing the most pressing humanitarian needs, such as food at collective centers or temporary holding for IDPs on route to a safe location. According to PiN, a humanitarian train carrying 500 metric tons of relief aid arrived in Dnipro, with some aid being stored at the warehouse before being dispatched to Zaporizhzhia, Mariupol, Kharkiv, and other cities. Relief supplies are being stored at a warehouse in Sloviansk in order to meet additional needs in Svitlodarsk. PiN will provide grants to local organizations, many of which are in the East, in settlements (Pokrovsk, Sloviansk). In

collaboration with the local organization "Posmishka", IDPs in collective centers, children, and child-friendly spaces are supported in Zaporizhzhia.

- **Hungarian Interchurch Aid (HIA) – Hungary** suspended all development activities and began an emergency response, assisting IDPs and people affected by the crisis. Since the 1990s, HIA has been in Ukraine providing development assistance in Zakarpattia oblast, where they have supported education projects such as school construction. HIA provided humanitarian assistance in 2014-2015, and it has continued to do so since the escalation of the crisis. HIA has assisted 15,254 people, 10,869 of whom are in Ukraine and 4,385 in Hungary, and they are working on both sides of the border. HIA sends food to Ukraine on a regular basis, with over 250,000 tons sent. They have warehouses with over 3000 square meters on both Ukraine and Hungary. HIA also provides food in family-friendly spaces, similar to the Budapest airport in Hungary, and supports IDPs-receiving institutions in Zakarpattia and Lviv. HIA is actively involved in border crossing assistance. It has 25 social institutions in Hungary that accept refugees, and they are currently housing 250 refugees who are receiving various services such as transportation from the border to various locations. Finally, HIA plans to provide additional food assistance, NFIs, and hygiene kits in neighboring oblasts of Zakarpattia and Lviv, as well as cash assistance. HIA has 25 staff-members in Ukraine (in Beregove and Lviv) and in 76 staff members in Hungary, as well as 30-50 volunteers on a daily basis.
- **IOM (International Organization for Migration), The UN Migration Agency** provided food to 500 people in shelters in Kreminna (Luhansk oblast). IOM upscaled its multi-purpose cash intervention within the cash working group and the different task team. Uzhgorod, Ivano-Frankivsk, and Lviv are where IOM has field offices. IOM assists transit centers in the West and will later expand to Eastern Ukraine. IOM is seeking partnerships with local partners, and those interested should express their interest. IOM maintains offices in eastern Ukraine in Luhansk and Donetsk GCA.
- **World Central Kitchen (WCK)** has kitchen facilities in Przemysl (Poland) where they provide hot meals for refugees in receptor countries except Slovakia and most of their operations are done at the border of Poland. WCK through existing restaurants provides hot meals in Lviv, Odesa, Kyiv and Kharkiv. WCK has prepared for additional new Internally Displaced Persons (IDPs), and it has sent about 1000 metric tons of fresh food products comprising of proteins, vegetables, fruits and distribution materials. These items are prepositioned to ensure continuity of services in the event of supply chain disruption. WCK will join their team in Lviv and are looking forward to meeting with UNHCR and potentially IOM especially at accommodation centers, reception and transit points. WCK is really to scale up across the response. Finally, WCK is seeking partnership with national partners and those interest can contact Josh Balsler at [jbalsler@wck.org](mailto:jbalsler@wck.org),
- **Donbas Development Center (DDC)** provides food kits to IDPs and collective centers. Approximately 100 food kits were distributed. People in the East, according to DDC, do not have access to their bank accounts and cannot access cash. In occupied territories, 1 Russian Ruble equals 2.77 Ukrainian Hryvnias. Nonetheless, there are currency exchange points in Donetsk NGCA, so this is not an issue.
- **Humanity & Inclusion (HI)** was formally called Handicap International. Hi provided humanitarian assistance from 2015-2017 in Ukraine. The focus of HI's exploratory mission multi-sectoral assessment is food, cash, mental health, psychosocial support, and rehabilitation of people disabled by the conflict. In addition, HI will support disabled people with WASH (Water, Sanitation and Hygiene) kits in temporary rehab centers. HI is currently identifying needs and gaps in the east and west of Ukraine. It will focus on removal of

landmines and unexploded ordnance (UXO). In addition, HI seeks information on reaching their target population, particularly disabled people in need of food and basic services. Lastly, HI is hiring and deploying core staff to Ukraine soon.

- **World Jewish Relief (WJR)** has been operational in Ukraine for many years and work with about 30 partners in a country and have partners in Moldova and Poland. Currently supporting with food provision those who are crossing borders and those who are looking for accommodation in neighboring countries. Within Ukraine, the organization continues to finance partners that have been able to access the supplies, provide assistance to Jewish communities, and support elder and vulnerable people outside their Jewish communities. WJR will be delivering support to Lviv in the coming weeks through their partners who are still operational in Lviv. WJR will like to work with partners who have good supply chain from Lviv to the rest of the country. Interested partner(s) should express interest to World Jewish Relief at [kai@worldjewishrelief.org](mailto:kai@worldjewishrelief.org).
- **International Rescue Committee (IRC)** is working both in Poland and Ukraine, have staff deployed in Ukraine. IRC currently does not have staff in Ukraine and in the process of hiring. IRC has been doing a scoping for the past few months in preparation for something happening and to get funding for its partners throughout Ukraine. IRC is currently working with partners especially with the Women Committee Ukraine and Right to Protection, and another that they cannot name. IRC is providing flexible quick assistance to people and national actors who have access and a better understanding of the situation. IRC approach is to be partner-led and try to work in Ukraine by filling in the gaps and need partners to scale up. IRC will also provide support to Protection, cash, NFIs and Health Programming. IRC is still determining if they want to provide food assistance and they need to understand what the needs and gaps are even though IRC realizes that there are constraints to data collection and assessment currently in Ukraine. It can procure humanitarian items from Poland to scale up the response.
- **HEKS** has established an emergency response team in Odesa and is hoping to set up multi-sectoral emergency response to locations east of Odesa, specifically in Mykolaiv and Kharkiv. HEKS support includes basic food baskets, and the institution is assessing the capacity of local organizations in Odesa and Mariupol to respond once accessible. HEKS is trying to consolidate its supply chains and sources outside Ukraine, especially in Romania and Moldova. HEKS wants to coordinate with WFP if they are operational in Mykolaiv and Odesa.
- **Poland Humanitarian Actions (PAH)** has a pipeline from Poland to Lviv and further to Kyiv, Zaporizhzhia, Kharkiv and provides food kits for adults and infants; and will continue shipments next week. According to PAH, the Polish market is becoming difficult given that most of the partners are sourcing from Poland and trying to get their supplies across the border. There are also ups and downs in terms of the capacities of the suppliers. PAH will continue to provide humanitarian assistance to where PAH can access and to where the needs are delivering between 2000-5000 kits a day comprising of food, and WASH kits. PAH has not distributed food in Donbas areas but is working towards providing assistance. There are fuel shortages in Sievierodonetsk, Rubizhne and Lysychansk, where the situation is dire. The cities are cut-off and there is no cash and food. PAH has storage capacity and ability to distribute in the field and deliver kits to the vulnerable population and is offering to partners to deliver their supplies to the vulnerable population if partners cannot. PAH also has an agreement with DHL in Poland for some years and can assemble fleets from Poland to Ukraine. You can contact PAH at [hom.ukraine@pah.org.pl](mailto:hom.ukraine@pah.org.pl).
- **The Danish Refugee Council (DRC)** is currently collaborating with and working through local non-governmental organizations (NGOs) in Ukraine. The organization distributes food,

hygiene kits and assists IDPs in locating housing, and distribute mattresses. DRC has announced a second round of funding to national NGOs in various geographical locations, totaling US\$250,000. Grants will be made available to the partners for them to purchase items for their institutions. DRC is accepting applications from local NGOs and private actors to support their activities – contact DRC at [vakhtang.piranishvili@drc-ukraine.org](mailto:vakhtang.piranishvili@drc-ukraine.org). The DRC's assistance is expected to benefit 35,000 people, and more funds will be channeled to their partners in the coming weeks. National NGOs, according to DRC, have less bureaucracy and can reach areas where others cannot.

- **FAO:** Today FAO portfolio amount to USD 4.9 million which includes new financial contributions from humanitarian Resources Partners or existing ones through re-programming of existing recovery and development projects. In line with the Flash Appeal, FAO has developed a Crisis Rapid Response Plan (RRP) that seeks USD 50M over the next 3 months to assist up to 240,000 most vulnerable rural men and women (over 100,000 households). The RRP will focus on life- and livelihood saving interventions through 'Cash +' modality combining MPC with agricultural input support packages (short-cycle vegetables seeds and/or feed and fodder for livestock support) ensuring crisis-affected households are able to cover their immediate basic needs, produce their own food, sustain their productive assets and avoid negative coping actions. Intervention will target the most vulnerable farming households that remain in conflict affected territories as well as IDPs and host families. In support of the roll out of the RPP, FAO is currently in the process of launching a rapid needs assessment for the agricultural sector; launching procurement actions related to in-kind support packages; identifying implementing partners; determining geographic location for interventions; and further specifying beneficiary lists and numbers. All activities are being coordinated through established intersectoral and interagency coordination mechanisms with a view to launch interventions as soon as possible.

### Follow up comments:

- A partner inquired about the composition of emergency food kit and FSLC reiterated that WFP was working on a kit that would be shared with the partners. The kit will be designed to address the changing needs of availability of food in the market. The kit will meet the food needs of adult and children.
- ECHO emphasized the need to for some Information Management products like the partners operational presence and response as this is a very useful tool for donors and for everyone. ECHO stressed the need for partners to meet the deadline for additional funding from ECHO. It has received proposals from FSLC partners and within a few weeks, the cluster will be informed by partners regarding the funding.
- FSLC shared an urgent request from the Donetsk oblast administration, asking if partners could supply flour. ICRC plans to meet this request and to cover three hromadas in Donetsk oblast: Toretsk, Ocheretyne, and Svitlodarsk.

### Other updates:

- **ICRC** is reorganizing teams and they will increase in the number offices in the country. The ICRC teams in Sloviansk, Donetsk, Luhansk, Sievierodonetsk, Mariupol, Odesa are distributing assistance in the areas. The ICRC maintains offices in Donetsk and Lugansk in Non-Government-Controlled-Area (NGCA) and are distributing relief items to IDPs in Government-Controlled-Areas (GCA) in eastern Ukraine. The ICRC has staff in Sievierodonetsk even though their main team was evacuated more closer to central Ukraine, but still have few operations

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in areas where it is possible. The ICRC provide assistance through the Ukraine Red Cross (URC) in both Donetsk and Lugansk regions with cash transfer and address urgent needs. The ICRC also has colleagues in Odesa but are working through the URC. It has team is in Vinnytsia and planning to bring assistance to Kharkiv shortly. The ICRC distributed food in Mercy houses in Sloviansk, Donetsk region in Toretsk, Svitlodarsk, Ocheretyne – Donetsk GCA; and hygiene kits and food parcels in Dokuchaevsk, Olenivka and Gorlivka – Donetsk NGCA. It provided financial assistance to up to 2000 HHs through their financial services providers (banks). Each household received a transfer of 5000 UAH under multi-purpose cash.

### Action points:

- Partners are encouraged to share photos with FSLC: [info.ukraine@fscluster.org](mailto:info.ukraine@fscluster.org), copying [viktoriia.mykhalchuk@fao.org](mailto:viktoriia.mykhalchuk@fao.org)
- Partners are asked to share key updates and the information about their activities on daily basis before 11 am for OCHA's Situation Report to Viktoriia Mykhalchuk at [viktoriia.mykhalchuk@fao.org](mailto:viktoriia.mykhalchuk@fao.org), +380986055061.
- Local partners and national NGOs are encouraged to contact IOM for cooperation. Contact Johannes Fromholt at [Jfromholt@iom.int](mailto:Jfromholt@iom.int).
- Partners who are willing to cooperate with WCK are asked to contact Josh Balsler at [Jbalsler@wck.org](mailto:Jbalsler@wck.org)
- Partners that have operational supply chains from Lviv are encouraged to contact World Jewish Relief should contact Kai Hopkins at [kai@worldjewishrelief.org](mailto:kai@worldjewishrelief.org).
- If partners have food or hygiene kits already prepared in Poland or in Ukraine, and need support in storage and distribution, they are encouraged to contact Stephane Moissaing at [hom.ukraine@pah.org.pl](mailto:hom.ukraine@pah.org.pl).
- Partners that can supply flour to ensure the baking of bread in Donetsk oblast, are advised to contact Donetsk oblast administration Oleksandr at +380990266718.
- **ACF** – to provide information when and on which locations they will operate.
- **AirLight** – to share photos with the Cluster.
- **AirLight** and **ICRC** – to coordinate regarding providing support to Kharkiv.
- **AirLight** – to share contacts of the volunteer group in Portugal with the Cluster.
- **FSLC, AirLight** – to organize meeting and discuss the AirLight's ability to resolve other needs.
- **Help Ukraine** – to update on distribution of hygiene parcels.
- **DRC** – to share their presence map with FSLC.
- **FSLC** – to liaise HECS with WFP.
- **FSLC** – to share with the partners the composition of an emergency food basket, which also takes into consideration the needs of children.

### 3. Review of the FSLC rapid assessment questionnaire

- No updates on the assessment at this moment.

### 4. Agency designated focal point and alternate(s)

- **FSLC** stressed the need to share partners' FSLC focal points

### Action points:

- **New partners** – to share contact details of IM focal points with [info.ukraine@fscluster.org](mailto:info.ukraine@fscluster.org)

### 5. FSLC and IM/data management focal person & 3W reporting

- FSLC presented 5Ws tool to capture the activities that are ongoing, completed and planned, and informed about weekly reporting. The deadline for submitting partners info is Tuesday, 15 March, COB. By the end of every week the compiled information will be submitted to OCHA.
- Orientation meeting on the 5Ws for new partners is planned for Monday, 14 March, 3 pm Kyiv time.

#### Action points:

- **FSLC** – to share 5Ws template to the partners.
- **FSLC** – to share the invitation and held orientation meeting for new partners on Monday, 14 March, 3 pm Kyiv time.

### 6. AOB

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### PARTICIPANT LIST

N	Names of attendees	Institution	Position	Contact
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50	Andrew Liashenko		Interpreter	