Deconfliction Mechanism of humanitarian organisations operating in Yemen

(Mission Movements & Static Locations)

Deconfliction SOPs
Owner: UNOCHA Yemen
Webpage:
https://www.humanitarianresponse.info/en/operations/yemen/deconfliction

Last update:
Version: 4.3
Purpose

The deconfliction mechanism informs the Saudi-Led Coalition (SLC) of humanitarian movements and static locations in Yemen. It aims at ensuring the safety and security of humanitarian premises, personnel, equipment and activities in areas of active military operations (airstrikes, shelling, conflict, etc.). The deconfliction mechanism was established in April 2015 upon the request of the Humanitarian Country Team (HCT) in Sana’a to ensure a safe delivery of humanitarian assistance in Yemen.

UNOCHA serves as the conduit between humanitarian organisations that wish to share their data (locations and/or movements information), and the focal point(s) assigned by the Saudi-led Coalition (SLC); Evacuation and Humanitarian Operations Committee (EHOC).

Using the deconfliction mechanism does not constitute a legally binding agreement between any of the involved parties, and does not guarantee the safety of personnel, facilities, or sites.

UNOCHA will not verify the data / information provided. Organisations are required to verify the accuracy of their data / information prior to submission to UNOCHA.

To be noted, the notification of humanitarian locations, activities, movements and personnel to the military through UNOCHA is voluntary. The process of notification is intended to help promote the safety and security of humanitarian locations, activities and personnel but is without prejudice to the responsibility for upholding IHL that lies solely with the warring parties.

Scope

These SOPs cover the following:

- Temporary deconfliction of overland, sea and air movements;
- Temporary deconfliction of venues used for the implementation of humanitarian activities (e.g., workshops, distribution sites, etc.);
- Permanent deconfliction of humanitarian premises (e.g., offices, warehouses, guest houses, etc.) aka No-Strike-List (NSL);

*ICRC and MSF have their own bilateral agreements.
Specific guidelines for humanitarian movements

Humanitarian movements may include, inter alia, logistics convoys, transportation of staff, assessment, monitoring or evaluation missions, ambulance services for civilians requiring medical care. Humanitarian organisations using the deconfliction mechanism commit to comply with the procedures defined in these SOPs and to use standardized templates.

Information sent to the Deconfliction Liaison Team (DLT) is treated confidentially\(^1\) and only shared with EHOC.

❖ All requests should be submitted at least 48 hours in advance.

❖ In case of an emergency (i.e., life-saving activities)\(^2\) a notification could be submitted with 24 hours in advance.

❖ Organisations are requested to use the attached templates. In case of doubt, please contact a DLT staff member.

❖ MoFA form needs to be filled in Arabic.

❖ Humanitarian organisations are held accountable for providing current, accurate and consistent information.

❖ GPS coordinates should be provided in degrees / minutes / seconds (DMS) format.

❖ A clear detailed route for the movement should be attached or included in the form.

   NGOs and INGOs processing for the first time must submit a short presentation

   ▪ All vehicles must have organisations' logo, including roof marking.

   ▪ Way points every 20kms should be recorded along the route.

Any changes to the notification must be communicated to DLT for guidance and clarification.

❖ EHOC window to receiving notifications is 9am to 2pm (KSA time)

❖ Official letter to EHOC must be in Arabic.

\(^{1}\) ST/SGB/2007/6 Secretary-General’s bulletin Information sensitivity, classification and handling.

\(^{2}\) The criticality of the mission should be determined by the HC.
Responsibilities

**OCHA DLT Sana’a:** The primary focal point for organisations present in Yemen to provide guidance to partners.

- Keith Stanski (stanski@un.org) Tel: +967 712 222 852

**OCHA DLT Riyadh:** serves as a liaison office with EHOC and processes notifications submitted by partners.

The notifications should be submitted to the DLT members below:

- Amani Abdul Ghani (abdulghani@un.org) Tel: +966 556 292 466
- Aya Hijazi (hijazia@un.org) Tel: +966 55 629 7716
- Mohanad Mekki (mekki@un.org) Tel: +966 502 003 747

**DLT Working hours:**

- The DLT official working hours are Sunday to Thursday from **09:00** to **17:00**.
- Friday and Saturday working hours **09:00** to **13:00**.
- The DLT needs a minimum of 1 hour to process your notification before submitting it to EHOC.

**Duty Officer:**
A designated duty officer will be assigned to support after working hours to follow up with notifications, acknowledgments and emergency cases. The duty officer schedule will be shared with humanitarian partners regularly.

Procedures and Forms

The procedures for each of the following services are detailed in annex.

**Annex A:** Temporary deconfliction of overland movements;
**Annex B:** Temporary deconfliction of air movements;
**Annex C:** Temporary deconfliction of sea movements;
**Annex D:** Temporary deconfliction of locations used for humanitarian activities;
**Annex E:** Permanent deconfliction of humanitarian premises.
**Annex A: Temporary deconfliction of overland movements**

(Attached Annex A and MoFA form for overland movement)

1. The requesting organisation should submit completed forms to DLT at least **48hrs in advance**.

2. DLT prepares a Note Verbale (NV) with a designated number and submits it to EHOC.

3. EHOC provides the DLT with their response.

4. DLT channels the EHOC response to the requesting organisation.
Annex B: Temporary deconfliction of air movements

(Attached Annex B forms for air movement)

1. The requesting organisation should submit completed forms to DLT at least **48hrs in advance** and **72hrs in advance** for Aden.

2. DLT prepares a Note Verbale (NV) with a designated number and submits it to EHOC.

3. EHOC provides the DLT with their response.

4. DLT channels the EHOC response to the requesting organisation.

* * Must include passport copies of all passengers + visa and residency of all passengers
* * Must include flight manifest
* * Must include cargo details if any
* * Must include ICAO and ATC routes
* * For migrants’ movement, no passports / IDs are needed just an Excel sheet with a list of the names
Annex C: Temporary deconfliction of sea humanitarian movements

(Attached Annex C form for sea movement)

1. The requesting organisation should submit completed forms to DLT at least **48hrs in advance**.

2. DLT prepares a Note Verbale (NV) with a designated number and submits it to EHOC.

3. EHOC provides the DLT with their response.

4. DLT channels the EHOC response to the requesting organisation.

* Must include passenger and crew lists.
* Must include passport copies of passengers and crew + visa and residencies
* Must include cargo details if any.
* For migrants’ movement, no passports / IDs are needed just an excel with a list of names
Annex D: Temporary deconfliction of venues used for the implementation of humanitarian activities

(e.g. workshops, distribution sites, etc.);
(Attached Annex D form for temporary venue deconfliction)

1. The requesting organisation should submit completed forms to DLT at least 48hrs in advance.

2. DLT prepares a Note Verbale (NV) with a designated number and submits it to EHOC.

3. EHOC provides the DLT with their response.

4. DLT channels the EHOC response to the requesting organisation.
Annex E: Permanent deconfliction of humanitarian premises
(e.g. offices, warehouses, guest houses, etc.)
(Attached Annex E form for no strike list)
*Please read the No Strike List Guidelines Document on the Deconfliction Webpage

1. The requesting organization should submit completed forms to DLT.

2. DLT prepares a Note Verbale (NV) with a designated number and submits it to EHOC.

3. EHOC provides the DLT with their response.

4. DLT channels the EHOC response to the requesting organisation.

NEW No Strike List FORMAT v2.xlsx
Annex F: Emergency request

1 The requesting organisation should submit completed forms to DLT, noting if movement will be via air, sea or land, at least 24hrs in advance.

2 DLT prepares a Note Verbale (NV) with a designated number and submits it to EHOC.

3 EHOC provides the DLT with their response.

4 DLT channels the EHOC response to the requesting organisation.