Two mechanisms were established to facilitate humanitarian access and the crossing of contact lines via Exit/Entrance Check Points (EECPs): The Regular Mechanism and the Emergency Mechanism. Both mechanisms were designed to be simple, clear and transparent, to avoid creating another layer of bureaucracy to a process which is already bureaucratic. Also, they need to have clear steps to be followed, not to create confusion and misunderstandings, and to be standardized, so every organization follows the same process, avoiding biases towards any humanitarian organization.

It is important to emphasize that the humanitarian organizations enjoy freedom of movement in Government Controlled Areas (GCA) and mentioned mechanisms are applied to provide access to the insecure areas. These mechanisms do not replace the required documents for crossing the checkpoints, they just ensure that, with those documents in place, the humanitarian organizations will be able to cross the checkpoints. The description of the mechanisms follow below.

REGULAR MECHANISM

The objective of the Regular Mechanism is to provide the Joint Forces Operation elements (Armed Forces, National Guard, National Police, Fiscal Service and Border Guard) with information about the movement of humanitarian cargo and humanitarian missions prior to the movement itself. This gives them time to inform the units and Civil-Military Cooperation (CIMIC) teams about the mission, so they can be ready to support the crossing of the checkpoints, if needed. Therefore it contains only basic information about the cargo itself and about persons participating in the convoy, to expedite the process at the checkpoints. The steps which need to be followed are:

- **Step 1:** Humanitarian Organizations fill out and send, via e-mail and with at least 48 hours in advance, the “Form for Cargo Movement (Civil-Military Coordination)”, or “Form for Mission Movement (Civil-Military Coordination)” to the CIMIC Joint Operation Center, copying the the UN-CMCoord Adviser.

- **Step 2:** CIMIC Joint Operation Center process and submit the information to Joint Forces HQ for further processing.

- **Step 3:** The Operation order to be issued by JFO HQ notifies the relevant military units and other LEAs elements in their respective AOR about the cargo or mission movement. The UN-CMCoord Adviser additionally coordinates with Border Guard Service in case of contact line crossing via EECPs.

- **Step 4:** If needed, information about security situation or any other constraints will be provided by UN-CMCoord Officer in coordination with CIMIC JOC and the Joint Centre for Control and Co-ordination (JCCC).
Observation: If there is any change in the information provided to the facilitators (UN-CMCoord Officer, CIMIC JOC, SFS Officer), this update must be sent as soon as possible.

EMERGENCY MECHANISM

The objective of the Emergency Mechanism is to provide humanitarian organizations with support in case, even after following the Regular Mechanism and having all required documents in place, the crossing of the checkpoints is not granted. The steps to be taken are the following:

- Step 1: The convoy or team leader calls the UN-CMCoord Officer and informs him about the issue, giving as much details as possible.
- The UN-CMCoord Officer liaises with all involved Law Enforcement Agencies using established chain of command to find a solution to the issue and keeps the convoy or team leader regularly informed about the progress of the issue.

Observation: As a last resort, in case the convoy leader cannot reach the UN-CMCoord Officer or CIMIC JOC, s/he can call the CIMIC of Operational Tactical Groupment directly. This option should be used only after several attempts of reaching the UN-CMCoord Officer or CIMIC JOC and only as a last resort.