



CFS OEWG-Monitoring #1

Date: 3 February 2016

Time: 9:30-12:30

Location: German Room, FAO (Building C, 2nd Floor)

OEWG on Monitoring

Terms of Reference to share experiences and good practices, ensuring participation, inclusiveness and regional representation

January 2016

Decisions of the Committee at CFS 42 (CFS 2015/42 Draft Report):

35.

- f) *As endorsed at CFS 41, encouraged CFS stakeholders to continue to share their experiences and best practices and requested the CFS Secretariat, in collaboration with the OEWG on Monitoring for the monitoring aspects, to explore and promote ways to achieve this, including within CFS sessions and through organizing events at global, regional and national levels, subject to available resources;*
- h) *Moreover, the Committee agreed, with respect to the events mentioned in paragraph f), that the OEWG shall develop basic terms of reference in 2016, to be approved by the Bureau and adopted by the CFS Plenary, to ensure participation, inclusiveness and regional representation in these events. In this sense, the Committee also agreed to hold a global thematic event during the CFS 43 Plenary to share experiences and take stock of the use and application of the VGGT.*

1. Background

CFS has repeatedly encouraged stakeholders to share their experiences and best practices in applying CFS decisions and recommendations, as a contribution to the monitoring function¹ in the context of CFS.

¹ *The Monitoring function in the context of CFS is firstly about determining how well the Committee is meeting its overall objective of contributing to the improvement of food security and nutrition at various levels. Secondly, it's about recommending approaches to monitoring by member countries, sub-regional and global bodies in order to ensure that monitoring mechanisms lead to more accountability and improvement in programme delivery (Ref: OEWG Workshop on 18 July 2013 – Background Document).*

At CFS 42 in October 2015, the OEWG on Monitoring was requested to develop terms of reference (TORs) for sharing experiences and best practices, subject to available resources, ensuring participation, inclusiveness and regional representation in these events². The TORs will firstly be applied to the organization of the VGGT thematic event that will be held during CFS 43 in October 2016.

These Terms of reference have been drafted by the CFS Secretariat for discussion during the OEWG on Monitoring of 3 February 2016.

² Other CFS decisions regarding monitoring include an invitation to countries to volunteer “*to pilot the implementation of voluntary in-depth country level assessments of CFS effectiveness*”, subject to available resources (CFS 2015/42 Report, para.35e).

2. Objective of the Terms of Reference

The objective of these terms of reference is to provide guidance to CFS stakeholders on sharing their experiences and good practices in applying CFS decisions and recommendations within CFS sessions and through organizing events at global, regional and national levels, subject to available resources.

3. Objectives of the events

The following are the objectives:

- Foster the adoption, adaptation and scaling up of good practices in implementing CFS decisions and recommendations, that are based on successful experiences;
- Monitor progress (qualitatively and quantitatively) in implementing CFS decisions and recommendations at national, regional and global levels³;
- Define a framework for the continuous monitoring of progress in applying CFS outputs;
- Draw lessons to improve the relevance and effectiveness of CFS work.

4. Main expected results of the events

The following are the main expected results:

- Successful experiences and good practices are identified at all levels, shared and documented, with the possible support of RBAs and other CFS stakeholders;
- Progress in achieving the objectives of countries and regions is monitored and ways to achieve better results are identified, making a crucial contribution to the monitoring of CFS decisions and recommendations;
- All parameters for continuous monitoring are defined and agreed (time-bound targets, indicators, responsibilities, etc.), building on existing monitoring mechanisms;
- Lessons to improve the relevance and effectiveness of CFS work are identified by participants in the events and then shared with all CFS stakeholders.

³ The events will contribute to fulfil one of the roles of CFS which is identified in the CFS Reform document for Phase II: *Promote accountability and share best practices at all levels. ... The CFS should help countries and regions, as appropriate, address the questions of whether objectives are being achieved and how food insecurity and malnutrition can be reduced more quickly and effectively. This will entail developing an innovative mechanism, including the definition of common indicators, to monitor progress towards these agreed upon objectives and actions taking into account lessons learned from previous CFS and other monitoring attempts. Comments by all CFS stakeholders will have to be taken into account and new mechanisms will build on existing structures (CFS: 2009/2 Rec.2, para.6ii).*

5. Proposed approach for the event^{4,5}

The event should be inclusive, involving the full range of CFS stakeholders concerned with food security and nutrition at national, regional or global level, as appropriate (Governments represented by the main institutions dealing with food security and nutrition, i.e. Ministries of agriculture, health, social protection, etc., UN agencies, bilateral and multilateral donor organizations, regional and global organizations, CSOs, private sector, academia), and beneficiaries concerned with the implementation of CFS decisions and recommendations in particular the most vulnerable groups.

The event should be highly participatory. Participatory methods should be used to ensure the active participation of all participants in the event, which entails the identification of legitimate representatives of different groups of stakeholders, in particular the food insecure and malnourished groups of the population, their involvement in all the preparatory stages of the event and the timely sharing of adequate supporting materials. It is recommended to involve neutral facilitators to ensure that all participants, including women and men and the youth and elderly, have a voice and are considered on an equal footing.

The need to ensure regional representation should be taken into account when prioritizing national, regional or global events, as the monitoring of the implementation of CFS outputs requires collecting information from all regions.

To the extent feasible and relevant, the event should be organized in collaboration and partnership with existing relevant multi-sectoral and multi-stakeholder platforms, coordination mechanisms and initiatives for food security and nutrition, avoiding the creation of new structures or duplicating existing mechanisms.

The framework for the continuous monitoring of progress should be established or strengthened during the (first) event, building on existing monitoring mechanisms at national, regional or global level. This requires defining time-bound targets, indicators, responsibilities for implementing

⁴ Five principles have been defined in the Global Strategic Framework for Food Security and Nutrition (GSF) for monitoring and accountability systems:

- (i) They should be human-rights based, with particular reference to the progressive realization of the right to adequate food;
- (ii) They should make it possible for decision-makers to be accountable;
- (iii) They should be participatory and include assessments that involve all stakeholders and beneficiaries, including the most vulnerable;
- (iv) They should be simple, yet comprehensive, accurate, timely and understandable to all, with indicators disaggregated by sex, age, region, etc., that capture impact, process and expected outcomes;
- (v) They should not duplicate existing systems, but rather build upon and strengthen national statistical and analytical capacities.

⁵ A number of key elements and characteristics emerged from the analysis of existing monitoring mechanisms and frameworks that was conducted in preparation of the 18 July 2013 workshop that was organized by the OEWG on Monitoring. The mechanisms should:

- (vi) Be locally owned by the countries/regions as part of their institutional frameworks and mechanisms;
- (vii) Include appropriate multi-stakeholder platforms at various levels;
- (viii) Be grounded in a cross-sectoral policy frameworks to support comprehensive monitoring;
- (ix) Ensure adequate country capacities and resources (e.g., human and financial resources, avoid reporting fatigue, access to timely, relevant and valid information);
- (x) Monitor both qualitative and quantitative aspects;
- (xi) Be transparent and easily accessible (through databases/networks) and specific to the county situation.

activities⁶ and the parameters of the monitoring process. Some important questions to be asked may include: How will it be carried out while ensuring that existing mechanisms are taken into account? how can organization of other events such as online consultation contribute? How often? Who is responsible for taking practical steps? etc.

Good practices should be validated by the beneficiaries, who should confirm the positive impact of the good practices on their well-being. To the extent feasible, concrete elements should be presented to demonstrate the effectiveness of the good practice on the life and livelihoods of individuals and communities.

Good practices should be identified on the basis of established criteria, which are proposed in Section 7: strategic relevance, sustainability, gender sensitivity, technical feasibility, participation of beneficiaries, replicability and adaptability, contribution to strengthening resilience to shocks and crises of vulnerable households and communities.

Monitoring should capture both qualitative and quantitative aspects of progress. The indicators to monitor progress should follow the principles established in the Global Strategic Framework for Food Security and Nutrition for the monitoring system that should be *“simple, yet comprehensive, accurate, timely and understandable to all, with indicators disaggregated by sex, age, region, etc. that capture impact, process and expected outcomes”*. To the extent feasible, the information provided on good practices should include the geographical coverage and an estimate of the number of people, households and communities that have been positively affected by the application of the good practice.

Good practices should be documented: a template should be designed to facilitate and standardize the documentation process.

The event should be documented: a report of the event should be produced and shared widely, documenting the good practices, the results of the monitoring on the implementation of CFS outputs, the agreed framework for the continuous monitoring or progress (with targets, timeframe and responsibilities) and recommendations to achieve better results at national/ regional level and improve the relevance and effectiveness of CFS work.

6. Proposed process for the organization of events

Based on the elements provided in the previous section, the following is the proposed process :

- (i) Countries volunteer to organize an event at national, regional or global level to share experiences and good practices on themes that are most relevant to them, with possible support from RBAs and other CFS stakeholders.
- (ii) Participants in the event are identified ensuring inclusiveness (with the representation of the concerned countries in the case of a regional or global event), considering the possibility of partnering with existing multi-sectoral and multi-stakeholder platforms, coordination mechanisms and initiatives for food security and nutrition.
- (iii) The event is designed and prepared with the involvement of all stakeholders’ representatives, in particular the beneficiaries of the good practices, possibly with the assistance of neutral facilitators to ensure participation.

⁶ “While international bodies will continue their work in global monitoring of hunger and malnutrition and progress towards achievement of the MDGs, countries need to establish their own mechanisms for involving multiple stakeholders in monitoring and reporting progress towards their stated objectives, and consider options for effective and inclusive governance of food security and nutrition at the national level.” (GSF, third version, 2014, chapter V).

- (iv) Good practices are identified together with the beneficiaries and other relevant stakeholders involved in the application of the CFS outputs, using the criteria that have been established to identify good practices.
- (v) Good practices are documented as part of the background materials for the event, using the template provided, and shared with the participants in advance of the event.
- (vi) The event is conducted, ensuring the participation of all stakeholders and drawing out agreed conclusions on good practices and the results achieved, recommendations for better results and the agreed framework for continuous monitoring of the results.
- (vii) The event is documented and the report is widely shared.
- (viii) The consolidated results of all the events conducted in the countries and the regions on the thematic areas prioritized by CFS are presented in Plenary during the session dedicated to monitoring.

7. What is a good/best practice⁷?

A “good practice” can be defined as a practice that has proven to work well and produce good results, and is therefore recommended as a model. It is a successful experience, which has been tested and validated, in the broad sense, which has been repeated and deserves to be shared so that a greater number of people can adopt it.

Good practice criteria

The following set of criteria are proposed to help determine whether a practice is a “good practice”:

- **Effective and successful:**
A “good practice” has proven to be an effective way to achieve a specific objective; it has been successfully adopted in different settings and has had a positive impact on individuals and/or communities.
- **Environmentally, economically and socially sustainable:**
A “good practice” meets current needs, in particular the essential needs of the world’s poorest, without compromising the ability to address future needs.
- **Gender sensitive:**
A description of the practice must show that both men and women that were involved in the process have benefitted from the good practice.
- **Technically feasible:**
Technical feasibility is the basis of a “good practice”. It is easy to learn and to implement.
- **Inherently participatory:**
Participatory approaches are essential as they support a joint sense of ownership of decisions and actions.
- **Replicable and adaptable:**
A “good practice” has the potential for replication and is therefore adaptable to similar objectives in varying situations.

⁷ Based on FAO, Good Practices Template, October 2015, available on www.fao.org/docrep/019/as547e/as547e.pdf.

- **Increasing resilience to shocks and crises, if applicable:**
A “good practice” contributes to building resilience of households and communities to shocks and crises, including those due to climate change.