



COMMITTEE ON WORLD FOOD SECURITY

Thirty-ninth Session

Rome, Italy, 15-20 October 2012

PROPOSED AMENDMENTS TO THE CFS RULES OF PROCEDURE AND TO RULE XXXIII OF THE GENERAL RULES OF THE ORGANIZATION

DECISION BOX

The Committee amends Rules II (Bureau), V (High-Level Panel of Experts), VII (Sessions), VIII (Agenda and Documents) and XI (Subsidiary Bodies) of its Rules of Procedure (CFS RoP), in order to clarify the procedures for the election of the Chairperson, the Bureau Members and the Alternate Members and to give the CFS more flexibility to regulate the operational details of the High Level Panel of Experts on Food Security and Nutrition (HLPE) such as the composition of the Steering Committee, the term of office of its members, its functions and the ad-hoc Project Teams.

The Committee endorses the proposed amendments to Rule XXXIII of the General Rules of the Organization (GRO) and requests that the Council forwards these to the Thirty-Eighth Session of the Conference (15-22 June 2013) for approval.

The Committee mandates the Bureau to develop the selection procedures, including the required qualifications and the terms of reference, for the position of the CFS Secretary, together with modalities and requirements for inclusion in the Secretariat of other UN entities directly concerned with food security and nutrition, with a view to submitting proposals to the Committee during its Plenary Session in October 2013. Such proposals should take into account views expressed by the executive heads of FAO, IFAD and WFP.

The Committee endorses the Bureau's decision to extend the tenure of current members of the Steering Committee of the High Level Panel of Experts on Food Security and Nutrition until October 2013.

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BACKGROUND

1. At its 37th Session, the Committee on World Food Security (CFS) reviewed and adopted its revised CFS Rules of Procedure.¹
2. At the same Session, the CFS outlined a number of areas in which the CFS RoP should be further clarified and improved, including procedures to elect the Chairperson such as term limits (eligibility for re-election), deadline for nomination of the candidacies and regional rotations. It considered that the procedures for the election of the Bureau Members and the Alternate Members should also be clarified. The CFS requested that the improvements proposed for the CFS RoP in these areas be presented at the Thirty-ninth Session of the CFS (Rome, 15-20 October 2012)².
3. The Committee also mandated the Bureau to recommend an update of Rule XXXIII of the GRO by the Thirty-ninth Session of the CFS Session (Rome, 15-20 October 2012), to be then forwarded to the Thirty-eight Session of the FAO Conference (Rome, 15-22 June 2013). The purpose of the request was to ensure that Rule XXXIII of the GRO would “conform with the CFS Reform Document as well as to the revised Rules of Procedure”³.
4. The Committee requested the Bureau to further analyze, in coordination with the relevant agencies, the modalities and requirements whereby a system of rotation of the CFS Secretary among FAO, IFAD and WFP could be implemented, including the required qualifications and terms of reference for the CFS Secretary as well as the reporting lines, with a view to allowing the CFS to make an informed decision on the matter at its next regular session. It also requested the Bureau, in coordination with the relevant agencies, to further analyze the modalities and requirements for inclusion in the Secretariat of other UN entities directly concerned with food security and nutrition, with a view to allowing the CFS to take an informed decision on the matter at its next regular session. Following the request of the Committee, the Bureau sought the views of the executive heads of FAO, IFAD and WFP, in 2011. It repeated this consultation in 2012, as the heads of two out of three Rome Based Agencies had changed since the 37th Session of the CFS. The responses received by the CFS Chair in mid-2012 differed in a number of ways from those received previously by the former executive heads, and were provided to Bureau Members in September 2012 for information. The process did not allow sufficient time for Bureau members to consider and consult about the full implications of the second set of proposals on the appointment of the Secretary, and on related issues concerning the Secretariat. The Bureau Members therefore unanimously agreed to request the Committee to mandate the Bureau to further analyze this matter, together with modalities and requirements for inclusion in the Secretariat of other UN entities directly concerned with food security and nutrition, with a view to submitting proposals to CFS in October 2013.
5. On 20 July 2012, the Bureau decided to extend the tenure of current members of the Steering Committee of the High Level Panel of Experts on Food Security and Nutrition (HLPE StC) until October 2013. The CFS is invited to endorse the Bureau’s action. The Bureau also decided to consider a proposal to move some of the provisions governing the operational details of the HLPE StC, which are now contained in Rule XXXIII of the (GRO), to the CFS RoP for reasons of overall coherence and to give the CFS the flexibility to adjust these rules in the future, if needed, without having to take the matter to the Conference each time.
6. The CFS Bureau has reviewed the proposed amendments to the CFS RoP and Rule XXXIII of the GRO. Proposed amendments to the CFS RoP are set out in PART II below, and presented to the Thirty-ninth Session of the CFS for its adoption in accordance with Rule XIII – Amendment of Rules – of the CFS RoP.⁴ Proposed amendments to the Rule XXXIII of the GRO are set out in PART I

¹ CFS: 2011/FINAL REPORT, paragraph 60. See also Part L of Volume I of the Basic Texts of FAO.

² CFS: 2011/FINAL REPORT, paragraph 62.

³ CFS: 2011/FINAL REPORT, paragraph 61.

⁴ Rule XIII of the CFS RoP reads: “The Committee may, by a two-thirds majority of the votes cast, amend its Rules of Procedure provided that such amendment is consistent with the Constitution of the Food and Agriculture Organization and the CFS Reform Document. No proposal for the amendment of these Rules of Procedure shall be included in the agenda of any session of the Committee, unless notice thereof has been dispatched by the Secretary to Members of the Committee at least 30 days before the opening of the session.”

below and presented to the Thirty-ninth Session of the CFS for its endorsement and subsequent transmission to the Thirty-eight Session of the FAO Conference (Rome, 15-22 June 2013) through the Council⁵.

PART I: PROPOSED AMENDMENTS TO RULE XXXIII OF THE GENERAL RULES OF THE ORGANIZATION⁶

Rule XXXIII

Committee on World Food Security

A. Composition and participation

(...)

6. The Committee shall normally hold two sessions during each biennium. Sessions shall be convened by the Director-General, ~~in consultation with~~ and the Chairperson ~~and the Bureau of the Committee~~, taking into account any ~~proposals~~ decision made by the Committee. ~~If required, the Committee may hold additional sessions on the call of the Director-General in consultation with the Chairperson and the Bureau, or on request submitted in writing to the Director-General by the majority of Members of the Committee.~~

[new] 7. *The Committee may meet in extraordinary (or special) session:*

(a) if at any regular session the Committee so decides; or

(b) if the Bureau so requests.

(following paragraphs to be re-numbered)

D. High Level Panel of Experts on Food Security and Nutrition

~~12.~~ 44. The Committee shall be assisted by a High Level Panel of Experts on Food Security and Nutrition *which shall exercise the following functions*; ~~hereinafter referred to as the High Level Panel. The functions of the High Level Panel shall be:~~

- a) to assess and analyze the current state of food security and nutrition and its underlying causes;
- b) to provide scientific and knowledge-based analysis and advice on policy-relevant issues, utilizing existing high-quality research data and technical studies;
- c) to identify emerging issues and assist the Committee and its Members to prioritize future actions and attention on key focal areas.

~~13.~~ 42. The High Level Panel *of Experts on Food Security and Nutrition* shall consist of a Steering Committee and ~~a subsidiary of ad-hoc Project Teams acting on a project-specific basis and constituting a~~ network of food security and nutrition experts. *The High Level Panel of Experts on Food Security and Nutrition shall operate in accordance with the Rules of Procedure of the Committee.*

⁵ Rule XLIX of the GROs reads: (...) 2. "Amendments of, or additions to, these Rules may be adopted by a two-thirds majority of the votes cast at any plenary meeting of the Conference, provided that the intention to propose the amendment or addition has been communicated to the delegates not less than 24 hours before the meeting at which the proposal is to be considered, and provided further that the Conference has received and considered a report on the proposal by an appropriate committee. 3. The Council may propose amendments and additions to these Rules and any such proposals may be considered at the next session of the Conference."

⁶ Deletions are indicated using ~~strike through text~~ and insertions using underlined italics.

~~13. The Steering Committee shall consist of between ten and fifteen highly reputable, internationally recognized experts on food security and nutrition related fields, appointed in their personal capacity for a term of office of two years, renewable only once. The members of the Steering Committee shall be appointed by the Bureau of the Committee on the basis of a recommendation of an *ad hoc* selection committee consisting of representatives of FAO, the World Food Programme, the International Fund for Agricultural Development, Bioversity International and a representative of civil society organizations. The Steering Committee shall normally hold two sessions every year, unless otherwise decided by the Committee itself in extraordinary circumstances. The functions of the Steering Committee shall be:~~

- ~~a) — to ensure and follow the preparation of state of the art studies and analysis for consideration by the Committee on a variety of food security and nutrition issues;~~
- ~~b) — to assemble expert project teams to prepare studies and analysis in support of decisions of the Committee;~~
- ~~e) — to establish and keep under review working methodologies, plans of work and terms of reference for project teams and, in general, manage their work;~~
- ~~d) — to review work methodologies and to propose work plans;~~
- ~~e) — to perform such related functions as may be required.~~

~~14. There shall be a database of experts on all relevant fields related to food security and nutrition who may be nominated by Members of the Committee or any other interested party participating in the proceedings of the Committee. Drawing from this database, the Steering Committee shall constitute *ad hoc* project teams to analyse and report on such issues as may be referred by the Steering Committee to the team. The project teams shall be constituted for pre-determined periods of time and shall be responsible for drafting studies and analysis under the general direction and oversight of the Steering Committee.~~

(following paragraphs to be re-numbered)

[...]

E. *Secretariat*

(no amendments to this Rule)

G. *Miscellaneous provisions*

(...)

23. The Committee may decide to establish subsidiary or *ad hoc* bodies where it considers that such action would expedite its own work, without duplicating the work of existing bodies. A decision to this effect may be taken only after the Committee has examined a report by the Secretary, after consultation with the Organization, the World Food Programme and the International Fund for Agricultural Development ~~Director-General~~ on the administrative and financial implications.

(following paragraph to be re-numbered)

PART II: PROPOSED AMENDMENTS TO THE CFS RULES OF PROCEDURES⁷

Rule II

Bureau

1. [...]
2. *The Chairperson shall be elected for a period of two years on a rotational basis among regions and on the basis of individual qualifications and experience relevant to the mandate of the CFS. ~~on a rotational basis among regions, the Members of the Bureau and the Alternate Members shall be elected for a period of two years. He or she [shall be] [shall not be] eligible for election for two consecutive terms in the same office. His/her~~ term of office shall expire at the end of the Committee meeting where the elections of a new Chairperson is held.*
3. [new number] *The Members of the Bureau and the Alternate Members shall be elected for a period of two years. Their term of office shall expire at the end of the Committee meeting where elections of a new Chairperson, Members, and Alternate Members are held. If a Bureau Member becomes temporarily unavailable for an extended period of time, it will inform the Chairperson of the Bureau thereof in writing and in a timely manner, and the designated Alternate Member will replace the Bureau Member for the duration of that period, as determined by the Bureau. If a Bureau Member becomes permanently unavailable for unavoidable reasons, the designated Alternate Member will replace the Bureau Member for the remainder of the term of office for which it has been elected, as determined by the Bureau. Alternate Members may attend meetings of the Bureau as silent observers, unless otherwise decided by the Bureau.*
4. [new paragraph] *Nominations of candidates for the election of the Chairperson shall be made by the government of a Member or by its delegate or representative and communicated to the CFS Secretary not later than 30 calendar days before the opening date of the session of the Committee at which the election of the Chairperson will take place. Any nomination reaching the CFS Secretary later shall not be considered as valid. Nominations shall include the name of the proposed candidate and details of his/her qualifications and experience. The Secretary shall, within 5 working days from the closing date of the nomination period, communicate to the Members the nominations received.*
5. [new numbering - old paragraph 3] *The Bureau shall elect a Vice-Chairperson from among its members, on the basis of individual qualifications. The Vice-Chairperson shall remain in office until the election of a new Vice-Chairperson. If due to incapacity, death or any other reason, the Chairperson is prevented from exercising his or her functions for the remainder of the term of office, these functions shall be exercised by the Vice-Chairperson for the remainder of the Chairperson's term of office. The Bureau shall elect a new Vice-Chairperson from among its members for the remainder of the Vice-Chairperson's term of office.*
6. [new numbering – old paragraph 4] *The Chairperson, or in his or her absence the Vice-Chairperson, shall preside at meetings of the Committee or the Bureau and exercise such other functions as may be required to facilitate its work. The Chairperson, or a Vice-Chairperson exercising functions in the absence of the Chairperson, shall not vote. Each time the Vice-Chairperson presides at a meeting of the Bureau, its regular seat in the Bureau, as representative for its region, will be filled, during that meeting, by a representative of the same permanent representation as the Vice-Chairperson.*

[...]

⁷ Deletions are indicated using ~~strikethrough text~~ and insertions using *underlined italics*.

Rule V
High Level Panel of Experts on Food Security and Nutrition

1. The Committee shall be assisted by a High Level Panel of Experts on Food Security and Nutrition, *hereinafter referred to as “the High Level Panel”*. Its composition and functions are provided for in paragraphs 36 to 46 of the CFS Reform Document and in Rule XXXIII, paragraphs 11 ~~and 12 to 14~~ of the General Rules of the Food and Agriculture Organization *of the United Nations*.

2. *The High Level Panel of Experts on Food Security and Nutrition shall consist of a Steering Committee and of ad-hoc Project Teams acting on a project-specific basis and constituting a network of food security and nutrition experts.*

3. *The Steering Committee shall consist of between ten and fifteen highly reputable, internationally-recognized experts on food security and nutrition-related fields, appointed in their personal capacity for a term of office of two years, renewable consecutively only once. The members of the Steering Committee shall be appointed by the Bureau of the Committee on the basis of a recommendation of an ad hoc technical selection committee consisting of representatives of FAO, the World Food Programme, the International Fund for Agricultural Development, Bioversity International and a representative of civil society organizations. The Steering Committee shall normally hold two sessions every year, unless otherwise decided by the Committee itself in extraordinary circumstances. The functions of the Steering Committee shall be:*

- a) *to ensure and follow the preparation of state-of-the-art studies and analysis for consideration by the Committee on a variety of food security and nutrition issues;*
- b) *to assemble expert Project Teams to prepare studies and analysis in support of decisions of the Committee;*
- c) *to establish and keep under review working methodologies, plans of work and terms of reference for Project Teams and, in general, manage their work;*
- d) *to review work methodologies and to propose work plans;*
- e) *to perform such related functions as may be required.*

4. *There shall be a database of experts on all relevant fields related to food security and nutrition who may be nominated by Members of the Committee or any other interested party participating in the proceedings of the Committee. Drawing from this database, the Steering Committee shall constitute ad hoc Project Teams to analyse and report on such issues as may be referred by the Steering Committee to the team. The Project Teams shall be constituted for pre-determined periods of time and shall be responsible for drafting studies and analysis under the general direction and oversight of the Steering Committee.*

5. [new numbering – old paragraph 2]. The Rules of Procedure of the High Level Panel of Experts on Food Security and Nutrition and the selection process of its Steering Committee are approved by the Bureau and published on the website of the Committee. Any amendment to the Rules of Procedure of the High Level Panel of Experts on Food Security and Nutrition, or to the Selection process of its Steering Committee is subject to the approval of the Bureau.

6. [new numbering – old paragraph 3]. The Steering Committee shall elect a Chairperson and a Vice-Chairperson from among its members. They shall be elected for a period of two years renewable *consecutively only* once. Their term of office shall expire upon election of a new Chairperson and Vice-Chairperson.

Rule VI
Secretariat

(no amendments)

Rule VII
Sessions

1. The Committee shall hold sessions as provided in Rule XXXIII, paragraph 6 of the General Rules of the Food and Agriculture Organization, and shall propose the date and place of its sessions.
2. Any number of separate meetings may be held during each session of the Committee.
3. Notice of the date and place of each session shall be communicated *by the Director-General and the Chairperson of the Committee*, in consultation with the Food and Agriculture Organization *of the United Nations*, the International Fund for Agricultural Development and the World Food Programme, ~~and the Committee's Chairperson~~, at least two months in advance of the session to all Members of the Committee, as well as to all such organizations as may have been invited to participate or to send observers to the session. Notification of the date and place of each session shall also be communicated to all Members of the Food and Agriculture Organization, the World Food Programme and the International Fund for Agricultural Development or Member States of the United Nations.
4. Each Member of the Committee or each organization participating in the proceedings of the Committee under paragraph 11 of the CFS Reform Document and Rule XXXIII, paragraph 3 of the General Rules of the Food and Agriculture Organization may designate alternates and advisers to its representative on the Committee.
5. Presence of representatives of a majority of the Members of the Committee shall constitute a quorum for any formal action by the Committee.
6. ~~Extraordinary sessions may be requested by Members of the Committee and approved by the Bureau after consultation with Committee Members.~~

Rule VIII
Agenda and Documents

1. A provisional agenda shall be prepared by the Bureau, *in consultation with Member States and the Advisory Group*. The Chairperson shall circulate the provisional agenda at least two months in advance of the sessions to all Members of the Food and Agriculture Organization, of the World Food Programme, of the International Fund for Agricultural Development and to all Member States of the United Nations that are not Members of the Food and Agriculture Organization, the World Food Programme and the International Fund for Agricultural Development. The provisional agenda shall also be circulated to all participants and observers entitled to participate in the proceedings of the Committee.
2. The United Nations General Assembly (UNGA), the Economic and Social Council (ECOSOC) or the Conference of the Food and Agriculture Organization may request the Chairperson, not less than 30 days before the proposed date of the session, to insert an item in the provisional agenda.

3. The Committee in session may, by a two-thirds majority of the votes cast, amend the agenda by the deletion, addition or modification of any item, provided that no matter referred to it by the United Nations General Assembly (UNGA), the Economic and Social Council (ECOSOC) or the Conference of the Food and Agriculture Organization is omitted from the agenda.
4. Documents not already dispatched shall be dispatched with the provisional agenda or as soon as possible thereafter in all the languages of the Food and Agriculture Organization, the World Food Programme and the International Fund for Agricultural Development.

[...]

Rule XI
Subsidiary Bodies

1. In accordance with Rule XXXIII, paragraph 23 of the General Rules of the Food and Agriculture Organization, the Committee may establish subsidiary or *ad hoc* bodies where it considers that such action would expedite its own work, without duplicating the work of existing bodies and with due regard to the necessary funds being available.
2. Before taking a decision on the establishment of any subsidiary or *ad hoc* body, the Committee shall examine the administrative and financial implications of such a decision, in the light of a report to be submitted by the CFS Secretary, after consultation of the Food and Agriculture Organization of the United Nations, the International Fund for Agriculture Development and the World Food Programme.
3. The Committee shall define the terms of reference, composition and, as far as possible, the duration of the mandate of each subsidiary or *ad hoc* body. Such subsidiary or *ad hoc* bodies shall report to the Committee. The reports of the subsidiary or *ad hoc* bodies shall be made available for information to all members of the subsidiary or *ad hoc* bodies concerned, all Members of the Committee, and to interested international organizations entitled to attend sessions of the bodies concerned.”