

CFS 52 SIDE EVENTS GUIDANCE NOTE

THEMATIC FOCUS, SCENARIOS AND CRITERIA

BACKGROUND

The 52nd Plenary Session of the Committee on World Food Security (**CFS 52**) will be held from **21 to 25 October 2024** in Rome, Italy. A provisional Timetable and Agenda will be available soon on the [CFS 52 website](#).

In addition to the formal agenda, the CFS invites its Members, Participants and other stakeholders in the global food security and nutrition landscape to apply for the available side event slots offered this year (approximately 25 in total).

The **call for applications** will be launched in the first week of May and the final selection will be made by the CFS Chair and announced by the **formal deadline of 16 June 2024**.

These 75-minute side events are intended to enrich and complement the CFS 52 Plenary by highlighting work that is relevant to the vision and mandate of the CFS, particularly where CFS policy guidelines and frameworks are effectively used to foster partnerships for advancing the 2030 Agenda, notably SDG-2.

As in previous years, side events will be convened in a **hybrid format** – both in person and virtually – during the morning and lunch periods over the five days of the Plenary.

THEMATIC FOCUS

The approved side event proposals will aim to address **topical themes within the CFS** and its numerous stakeholders, with a view to sharing knowledge and experiences.

While the main focus shall be on addressing both core elements scheduled in the Plenary Agenda and those identified in the current [Multi-Year Program of Work \(MYPoW\)](#) for 2024-2027, side events also provide an opportunity for fostering dialogue on issues that are not part of the formal agenda of the CFS.

Side events may feature the launch of major studies or reports related to the CFS mandate and vision or contribute to the ongoing efforts aimed at coordinating global policy responses to the food crisis while advancing long-term food system transformation.

Priority topics include those workstreams on which the CFS and its Bureau and Advisory Group focus their work during intersessional periods: uptake of CFS policy products, inequalities, collaborative governance, the right to food or the dialogue on the nexus of science-policy interfaces.

CRITERIA, GUIDANCE AND CONDITIONS

The **criteria** for shortlisting and selecting CFS 52 side events are as follows:

1. **Consistency with the vision and mandate of the CFS**, aligning with the main topics and issues in the CFS 52 Plenary Agenda, in the current Multi-Year Program of Work (MYPoW) or in previous policy products relevant to the SDGs and 2030 Agenda.
2. Reflecting the **CFS multi-stakeholder model**, including a variety of constituencies, and considering issues such as gender parity among speakers, diverse geographic representation and youth presence.
3. **Maximizing interactivity**, with at least 30%-50% of the total time allocated for audience interaction. A maximum of four speakers, including co-chairs, is recommended.
4. Applications should be kept **concise** and **avoid redundancy**.
5. If multiple side event applications are received on similar or complementary topics, organizers may be invited to **merge their proposals**. While merging is optional, it may increase the likelihood of selection.
6. While **interpretation** in the official languages of the UN system is not mandatory and involves a fixed cost to be charged by FAO and borne by the side event organizers, its use may have a positive impact on the final selection of applications.
7. Organizers are responsible for promoting their side event, although a basic **communications package** and support for dissemination through CFS channels will be provided.
8. Organizers are encouraged to arrange for **catering services**, as previous years have shown that offering a small snack or coffee increases participation.
9. Organizers must submit a **500-word summary** of their side event outcomes and key observations within two weeks of CFS 52, for posting on the CFS 52 Side Event website.

For inquiries, please contact the CFS Secretariat at CFS-Side-Events@fao.org
