

# Nutrition Security Coordination Committee

## Purpose

In order to improve nutrition security among women and children in Asia, the EU-UNICEF “Maternal and Young Child Nutrition Security Initiative in Asia (MYNCSIA, 2011-2015)”, works towards achievement of MDGs 1, 5, 4, and 8 targets related to nutrition. A key result of the MYNCSIA is to establish mechanisms and tools to advocate and coordinate efforts for nutrition security. UNICEF has therefore convened the “Regional Nutrition Security Coordination Committee”, comprised of key partners, to facilitate information exchange and coordination of key nutrition activities around the Asia Pacific Region. This committee meetings are now rotational and hosted by different UN Agencies.

## The specific objectives:

1. To share information on, and ensure coordination of, nutrition activities of major partners in the Region,;
2. To identify specific areas for collaboration and/or co-funding of activities that are mutually beneficial to partner agencies and advancement of nutrition security in the Region;
3. To engage multiple sectors in adopting nutrition-sensitive policies, strategies, guidelines, plans and programs;
4. Identify, discuss, and propose actions to address programmatic and strategic issues and emerging trends in Asia, which are of common interest to a number of agencies, and for which regional approaches can add value to country level efforts.

## Members

The original membership of the Coordination Committee comprised representatives of 6 (six) partner agencies as follows:

1. UNICEF, Regional offices EAPRO and ROSA
2. World Food Program (WFP), Asia Regional Office
3. World Health Organization (WHO), Regional offices SEARO and WPRO
4. Food and Agriculture Organization (FAO), Asia Regional Office
5. REACH (Renewed Efforts Against Child Hunger)
6. WB/DIFID SAFANSI (South Asia Food and Nutrition Security Initiative)

Over time, as the Coordination Committee has functioned well and added value, the membership has expanded beyond the Core Members to also include other agencies or partners (research, academic, UN, civil society, or technical focal points of donor agencies) working to improve nutrition in Asia Pacific at a regional level. However, in order to avoid any real or perceived conflict of interest, membership shall not include any person, body, or organization with a direct or indirect engagement in:

- the manufacture or distribution of infant and young child foods and feeding products under the scope of the International Code of Marketing Breastmilk Substitutes
- the tobacco industry
- the weaponry industry
- the manufacture or distribution of processed food products linked to the double burden of malnutrition and the increase in non-communicable diseases, such as, but not exclusive to, sugar sweetened beverages.

The Core Members reserve their rights to (1) decide on invitations to be issued, and (2) ask any person, body or organizations with real or perceived conflicts of interest to leave the room in specific moments, for example during discussions on policy and programme support to countries and at the time of decision making.

The European Union (EU) delegation in Bangkok has permanent observer status on the Coordination Committee and as such is invited to attend all MYCNSIA Coordination Committee meeting.

## **Roles and Responsibilities**

**Host:** the Host of the Coordination Committee Meeting shall rotate amongst the original six Core Member organizations. The host will be responsible to draft the agenda (in consultation with the other Core Members), set the date, assign the Chair, provide the Secretary, and advise all administrative matters related to the convening of the meeting.

**Chair:** The Chair of the Coordination Committee meetings shall rotate amongst the original six Core Member organizations. The Chair is responsible to lead the discussions and ensure that the objectives and agenda items of each meeting are satisfactorily met and completed. The Chair is not necessarily the same as the Host.

**Secretary:** The Host will serve as the Secretary to the Committee meeting, and will be responsible to record, circulate, and revise (as needed) the Notes and Action Points of each Committee meeting.

**All Members:** Participate in all discussions in a spirit of contribution and cooperation; follow-up on any actions or decisions as needed.

## **Meeting frequency.**

The Coordination Committee will meet at least once annually, at or near the end of the calendar year. Additional meetings mid-year may be convened as needed and as the availability of members allows.

## **Meeting format**

The meeting will adopt a two-day format, with the first day being for Core Members only, and the second day for All Members.

A meeting agenda and any relevant documents will be circulated by the meeting host, by e-mail, at least one week prior to the meeting.

Additional agenda items may be added as needed.

Coordination Committee Meetings will be conducted in person, with representation of as many member organizations present as possible. Members not present may join by tele- or video-conference.

A representative of the Core Member host agency will be designated to record the meeting proceedings. Following the meeting, the draft "Notes and Action Points" will be distributed to all members via email, within two weeks of the meeting. Comments to the "Notes and Action Points" document shall be returned to the secretary within the second week, and the document will then be revised and circulated. The final "Notes and Action Points" will be approved at the subsequent meeting.

## **Administrative Support**

The host of the Coordination Committee meetings will provide necessary administrative support, including organization of the venue, printing of materials, provision of AV equipment (as needed), coffee breaks, etc.