

Scaling Up Nutrition Movement - Executive Committee

Procedures for Self-Assessment and Rotation of Membership

(Adopted virtually through consultation closed on October 31st, 2017)

Background: The terms of reference of the Executive Committee of the Scaling Up Nutrition Movement were adopted as part of the Stewardship Arrangements agreed to by the Lead Group (attached for reference). The selection of the initial membership of the Executive Committee and of the Chair and Vice-Chair were carried out as prescribed by the Stewardship Arrangements. The terms of reference did not specify how changes in status of members were to be managed, so practice was codified by procedures adopted by the Executive Committee on November 29, 2016.

The initial appointment of Executive Committee members was for two years (6.1. Proposed by the networks and confirmed by the chair of the Lead Group for a period of two years). However, it is implicit that terms would not necessarily be limited to two years (5.4. Members must be available to serve for at least two years, and should be prepared to commit sufficient time to the role).

In keeping with article 4.2. "Once formed will transparently develop its rules of procedure", the chair and vice-chair discussed a proposal for rotation and renewal of Executive Committee membership and presented this verbally to the full Executive Committee. This represents the consensus of those discussions which was transmitted electronically to all members for comments and non-objection on October 11, 2017 and adopted on October 31st, 2017.

Proposed Procedure: We agreed that there needed to be a balance between stability of the Executive Committee, because of its being a new part of the SUN stewardship arrangements, and bringing on new members. In general, a target of renewal of about one-third of members by 2018 (as compared to original nominations in 2015) is appropriate.

Executive Committee members are initially nominated to serve for a minimum of two years. The start date for their term is considered as the first Executive Committee meeting he/she attended.

We agreed, in keeping with good governance practice, that all members of the Executive Committee should undertake a self-assessment, to be drafted by the Chair and Vice-Chair in consultation with the Coordinator, and that these results would be aggregated for discussion with the full Executive Committee. These self-assessments will be conducted annually going forward.

We agreed that individual members should assess their past performance, and reflect on their ability to continue to contribute in the future, bearing in mind relevant aspects of the **Terms of Reference** (4.6. Meet no less than four times a year, and at least once in person at the SUN Global Gathering. Additional meetings may be called by the chair of the Executive Committee; 5.3. Members should be senior persons within their own organisations, and be prepared to serve in a personal capacity for the good of the Movement.; 5.4. Members must be available to serve for at least two years, and should be prepared to commit sufficient time to the role; 5.6. The working language of the Executive Committee will be English.)

Based on each member's own self-assessment, he/she will communicate to the Chair his/her decision to be considered for an extension of term (with the possibility to propose an extension period shorter than two years). Three terms of two years each will be the maximum.

For any vacancies resulting from this self-assessment, the procedures for filling vacancies (adopted on November 29, 2016) will be applied.

Once the rotation and replacement of new members has taken place, the Executive Committee will choose the new Chair and Vice-Chair.