CoI Working Group

- *Teleconference notes: Tuesday 22ⁿᵈ March*

    Abbreviations
- SUN - Scaling up Nutrition
- SMS –SUN Movement Secretariat
- CoI – Conflict of Interest

Participants:

- Organiser: Breda Gavin-Smith, Consultant on CoI for the SUN Movement
- Ilaria Schibba, UN Network (on behalf of Joyce Njoro)
- Lina Mahy , WHO
- Anne Peniston, USAID
- Elizabeth Bontrager, USAID
- Sergio Teixeira (SUN Movement Secretariat)
- Kristina Spiegel, SBN)
- Kathryn Hagen (GSO)
- Kasia Jagodzinska (Lecturer: Intercultural Conflict Management, Present Principles of Organizational Behavior, Webster University, Geneva, Switzerland)

(Apologies from Ninik, UNICEF Indonesia; Christophe Stueckelberger, Globethics; Divya Mehra, WFP; Sabrina Ionata, Consultant/WHO, Claire Blanchard, CSN)

1. Introduction

The call was introduced by Breda detailing the agenda. Unfortunately due to unforeseen circumstances colleagues that were to present on the call were unable to attend thus they will be included in the agenda for the next teleconference. However it was agreed to continue with the call particularly as there was a requirement to focus on agreeing the Terms of Reference for the group.

Breda introduced a new member to the group, Kasia Jagodzinska. Kasia has a PhD in comparative law and is a Lecturer in HR Law, Legal Aspects of Negotiations and Conflict Management at the University of Neuchâtel and is a Lecturer in Intercultural Conflict Management & Present Principles of Organizational Behavior at Webster University, Geneva, Switzerland. As the group continues to expand its expertise and identify potential resources to support SUN Countries on CoI, Kasia's experience and wide knowledge on the issue will support the working group.

The SUN Movements Ethical Framework

Breda updated the group on the **SUN Movements Ethical Framework**. The options paper on an Ethical Framework for the Movement was discussed at the Executive Committee Meeting held in Geneva at the end of February. This options paper had already been shared and discussed with the SUN Networks at

the 12th of February meeting in Geneva. The Executive Committee accepted option 2 in the paper, which includes the development and adoption of a code of conduct and register of interest for all Lead Group and Executive Committee members, as well as for the SUN Coordinator. The final draft of the document will be circulated to the working group, following a meeting with the new SUN Movement Coordinator. A final version should be available by the end of March.

Decisions:

Breda to circulate the final draft of the Ethical Framework.

2. Terms of Reference

Breda briefly summarized the key areas included in the Terms of Reference, and the group provided feedback:

- General consensus that the need to balance between a formal and informal group is a challenge
- It was clear that a more prescriptive approach to member's responsibilities would be welcomed:
  - The group is primarily a forum for sharing information, and discussing CoI, but it ToR should still include the key outputs and deliverables of the group
  - ToR should detail roles and responsibilities of members, and of the SUN Secretariat

Decision:

- Breda to circulate revised version of ToRs incorporating feedback from the teleconference.

3. Update on document circulation

Breda updated the group on the request from the February teleconference to agree on the best approach to share relevant documents discussed by the working group. The SUN website is currently being updated and it will include a section on Conflict of Interest. This will contain a brief introduction on CoI in the context of the Movement as well as key documents, particularly from a regional and global perspective, that are discussed by the working group or that are already agreed as essential reading on the issue of CoI. **The website will not be a vast repository of documents related to CoI, but rather will offer a selection of key essential documents, primarily of use to in-country stakeholders.** For example, country-related CoI case studies will appear on SUN Country pages (with a link form the main CoI page where relevant). Other documents that may be useful for the working group and discussed during the calls will be shared by Breda through dropbox.

Decision:

- All participants agreed that this is a useful approach.

4. SUN Country Requests Process

Sergio provided an overview of the SUN Country request process that is currently being refined. All requests received directly from SUN Countries are recorded in what is termed the Capacity to Deliver (CtD) database.

One member of the country liaison team (CLT) is responsible for maintaining the CtD database, based on direct queries received from countries by any SMS colleague. These requests are then categorized into the various SUN Capabilities i.e. Cabability 1 *Planning, Costing, Implementing and Financing Multi-sectoral Actions for Improved Nutrition* and assigned to the relevant colleague for response. They are detailed as matched, raised and/or closed. Sergio explained that in 2015 there were approximately 10 requests from countries on CoI, but stressed that, based on experience, the demand for support can be increased significantly by raising the issue in a particular forum such as a country call. Therefore to create demand is not difficult, but we need to ensure we have responses if this demand is created. Sergio opened the discussion to the group particularly raising the question on how the group might share requests they or their organization receive on CoI and how as a working group we can support answering these requests. Breda also raised the importance of examining the database as an opportunity to raise the issue of CoI to countries in an opportunistic manner regarding requests that may not necessarily be directly CoI related.

Decision:

- Consensus that it was useful to understand the process regarding requests from SUN Countries and to keep the group up to date on CoI requests received. Members of the working group to also update the group on requests they or their organizations receive on CoI.

Topic	Action	Deadline
Draft ToR's	Breda to redraft and circulate to group based on feedback from the teleconference.	Before next group call
CoI Country Requests	**Working Group members to update the group on requests received on CoI in past 6 months.**	Next teleconference
To support the groups role as an active working group sharing information and resources on CoI each call should aim to have at least 1/2 colleagues providing an update/sharing information/news on CoI.	Ninik, UNICEF Indonesia update on CoI guidance Indonesia. Christophe Globethics to present a proposal on potential CoI module development.	Next teleconference

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