



MINUTES of the Constituting Meeting
of the
Nutrition and Food Security Alliance of Namibia (NAFSAN)

Friday, 18 October 2019, 9:00 – 13:00 at UN House, Windhoek

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Introduction

Background

Since October 2018, Synergos Trust Namibia implemented the project '*Establishing a Civil Society Alliance around Nutrition in Namibia*', funded by the Scaling Up Nutrition Global Pool Fund and endorsed by the Namibian Government and UNICEF Namibia.

The project has been working towards forming an *Alliance* that will play a key role in improving nutrition in Namibia and supporting the **Food and Nutrition Security Council** as a multi sectoral and multi stakeholder platform under the Office of the Prime Minister, which is in its final stages of being established.

From 2010 until 2018/19, both roles had been fulfilled by the *Namibia Alliance for Improved Nutrition (NAFIN)*, which so far had developed and coordinated the implementation of Namibia's multi-sectoral National Nutrition Strategy and facilitated national nutrition promotion activities.

In light of the revised Food and Nutrition Security Council (FNSC), and the new *Food and Nutrition Security Policy* plus its accompanying *Implementation Action Plan (IAP)*, there was **a need to refine the Alliance** in terms of its roles, functions, name, membership and organizational setup.

Hence, the **aim of this constituting meeting** was to decide on the name of the alliance, adopt its constitution, and elect its founding board members.

Meeting Proceedings

The **agenda** of the meeting was shared together with the **invitation**, which is also added to these minutes in the appendix, on pp. 10-11.

Welcoming, Intention of the Meeting & Introductions

The Namibia SUN-Civil Society Alliance (NamSUN-CSA) Project Director, Ben Schernick welcomed all participants and highlighted the supportive role that the Alliance is going to play with regard to the soon-to-be-established *Food and Nutrition Security Council (FNSC)*. He stressed that it is crucial for participants of this meeting to help create a suitable structure and platform for information sharing, networking and joint action and advocacy on aspects pertaining to nutrition. Afterwards, all 24 participants (see attendance list, p. 12) representing civil society organizations, private sector, academia, and United Nations agencies in attendance introduced themselves.

Update on Status Quo

Ben Schernick shared via PowerPoint (pp. 13-17) the historic development and gave an update on the status of the revival of the *FNSC* (envisaged to be finalized towards the end of 2019), as well as on the development of the policy and implementation action plan. He explained NAFIN's previous role and structure, and how many of its functions have now been absorbed by the revived *FNSC*, which requires adaptation to the new context and environment.

Hence, there is a need for a different/redefined structure that represents CSOs, academia and also the private sector, and which also makes way to include interested individuals, as well as Government, UN agencies and donor organizations without compromising on the fact that it is primarily a Civil Society Alliance.

Finally, he provided a brief background of the NamSUN-CSA project since end of 2018, hereby indicating that this project is scheduled to come to an end by December 2019, with only a small possibility of a short extension until March 2020.

Constitution of the Alliance

Although the draft constitution developed by the preparation group in September was circulated to all invitees in advance, only few inputs were received. The suggestion was therefore made to not adopt the constitution in its current form in detail, yet to agree to some fundamental aspects of it in principle, and to then fine-tune and finalize it according to the agreed-upon corner stones.

The following changes to the draft constitution were unanimously suggested by the meeting:

2.1. Vision

The first part of the vision-statement should also be in plural and read, for instance:

"All persons in Namibia have the resources, knowledge and motivation to ensure food security and optimal nutritional status for themselves and for those they provide care for."

This statement should also be reworded to include something to the effect that the alliance works to ensure that *children are not malnourished or rather positively formulated: 'well nourished'*.

2.2. Mission

c. Sentence should read: *"The Alliance advocates for governmental and non-governmental, communication and collaboration structures, financial and political commitment, legislation, policies, programmes and actions that ensure food security and an effective, sustainable and equity-focused approach to improving the nutrition status of everyone in Namibia."*

2.3. Aims and objectives

4) It should read: *“To enhance the provision of alternative and sustainable thinking, innovation and learning around nutrition and food security through sourcing of credible evidence, policy analysis, development of information, education and communication materials.”*

4.2.2.1. Number of Members and Eligibility

A sentence that allows the board to coopt members based on their expertise needed within the board of the Alliance, should be added.

8.1. Amendment of Constitution

It was suggested and agreed that only the Members during Annual or Special General Meetings shall have the power to amend the constitution.

Registration

It was also discussed what would be the best possible form of registering the Alliance as a legal entity within Namibia. Initially, the Alliance was proposed be registered as a trust, because NAFIN was and still is registered as such, and the idea was that all Board members would automatically become trustees. However, concerns were raised that the legal fees for change of trustees and waiting periods for such changes to be in place could be quite high, as all changes of trustees need to go through the High Court of Namibia. Similarly, registering as Section 21 would come with continuous costs and obligations, and also registering as Welfare Organisation immediately would take time (this could be considered at a later stage, also for tax benefits).

Hence, the meeting suggested the **Alliance to be registered** as a **Voluntary Association**.

Name of the Alliance

The meeting was also tasked to come up with a name for the Alliance. Five names had already been suggested during the preparation period, and two additional ones were put forward during the meeting itself.

The names already brought forward were:

- NAFIN: Namibia Alliance for Improved Nutrition
- NAFSAN: Nutrition and Food Security Alliance in Namibia
- NNA: Namibia Nutrition Alliance
- NNAFSA: Namibia Nutrition and Food Security Alliance
- NSFN - Namibian Society for Food and Nutrition

The following two names were suggested during the meeting and were added to the list:

- NUN: Nutrition Namibia
- FSNAN - Food Security and Nutrition Alliance in Namibia

All these seven names were put to the ballot, as pictured below:

Namibia's Civil Society Alliance for Nutrition and Food Security – Name Selection Process

Ballot Paper

Friday, 18th October 2019

1 = most preferred, 2 = second choice, 3 = third choice etc. *Each preference (number) may only be used once!*

<u>SUGGESTED NAMES</u> (in alphabetic order)	<u>Indicate your Preference 1 - 7</u>
NAFIN - Namibia Alliance for Improved Nutrition	
NAFSAN - Nutrition and Food Security Alliance of Namibia	
NNA/NANA - Namibia Nutrition Alliance	
NNAFSA - Namibia Nutrition and Food Security Alliance	
NSFN - Namibian Society for Food and Nutrition	
NUN – Nutrition Namibia	
FSNAN - Food Security and Nutrition Alliance in Namibia	

The meeting then used ranked choice voting, which allows everyone to express themselves on all their preferences and it also encourages open-mindedness, e.g. to consider what else would be your preference if your first preference is eventually not going to be selected.

For the counting of votes, the “Modified DeBorda Count (MDC)” was selected, known as the most inclusive way of counting votes. MDC uses a point system in which the option with the most points wins and which does not disproportionately count ballots in which only a single vote has been cast: <http://www.deborda.org/faq/voting-systems/what-is-a-modified-borda-count.html>.

For example: In the vote between 5 options, participants are asked to express their preferences on ideally all available options listed via a 5-option ballot, in which they indicate their most preferred option as their 1st preference, followed by their 2nd preference, 3rd preference etc.

If in this case (5 options) a voter provided all his 5 preferences (fully completed his/her ballot), then the a 1st preference gets 5 points, a 2nd preference = 4 points, a 3rd preference = 3 points, and so on. Should a voter only select 2 options (1st and 2nd preferences) then the MDC will only allocate 2 points for the 1st and 1 point for the 2nd preference. Its only in the original (non-modified) DeBorda count whereby a ballot in which only indicates the 1st preference would receive 5 points (and the rest nothing at all). However, such disproportionate allocation of points doesn't promote inclusivity and open-mindedness to other options, which is why the Modified DeBorda count (MDC) is the preferred choice for inclusive decision making.

Using the MDC, the **Nutrition and Food Security Alliance of Namibia (NAFSAN)** won the ballot with 86 points, with Namibia Nutrition Alliance coming second with 85 points, whereby a total of 22 votes had been cast (2 of the 24 participants had to leave earlier due to other commitments).

	Simple Majority	Two-Round	Alternative*	Approval	Borda Count	MDC	Serial	Condorcet
Option A	2	-	-	16	48	42	-	-
Option B	5	12	12	20	107	86	12	6.0
Option C	7	10	10	21	110	85	10	5.0
Option D	4	-	-	19	88	71	-	4.0
Option E	1	-	-	16	60	53	-	2.0
Option F	2	-	-	19	86	86	-	3.0
Option G	1	-	-	14	50	46	-	1.0
Option H								
Option I								
Option J								
Option K								
Option L								
Option M								
Option N								

Because it was such a close ‘race’ between these two options, the whole group was asked for their opinion as the above results were projected on the screen. After brief discussions, participants suggested a show of hands for these two options, and the result was interestingly that everyone raised their hands in favor of **Nutrition and Food Security Alliance of Namibia - NAFSAN**, which was therefore unanimously adopted as the name of the alliance.

Board Members & Advisory Council

According to the constitution, the board comprises between three (3) to seven (7) members who will serve for four years.¹

The election of NAFSAN’s initial board members followed the following process:

- 1) Board member’s roles, responsibilities and powers were explained, discussed and agreed upon. It was also clarified how often the board would meet (at least quarterly), as well as its relationship to NAFSAN’s General Meeting of members (as the paramount decision making body, meeting at least once a year) and the Advisory Council/Committees.
- 2) Participants were asked to nominate board members, whereby self-nominations and nominations of people or institutions absent from this meeting were also permitted.
- 3) After each nomination, the person nominating was asked to give reasons for their nomination, followed by all other participants being given the opportunity to also add reasons to why this person or institution should be serving on the board.
- 4) Once all nominations had been made and listed on the flipchart, participants were asked for any objections to each nominated individual present and organisation represented.
- 5) In cases of valid objections (in this case only made by respective individuals/organisations themselves) the nominees were removed from the list.

The following list shows those who were then **nominated as board members**:

Nominated Board Member	Motivations for Nomination	Confirmed
DAPP Namibia (Organisation)	Has various projects on food security and child welfare Has a good standing, high accountability and proven track record	<i>Own Objections, due to other commitments</i>
CRIAA - SA DC (Organisation)	Covers areas of research and training Its subsidiary, Namibia Women’s Health Network (NWHN) has a strong nutritional component, and works with women especially in northern Namibia to add value to indigenous foods Was part of NAFIN from the beginning	<i>YES, with official confirmation still required!</i>
UNAM (Organisation)	Biggest tertiary institution in Namibia, with nutrition featuring in various fields of studies Was involved in crafting national food/nutrition guidelines The work of many organizations is based on UNAM research	<i>YES, with official confirmation still required!</i>
Namibia Dairies (Organisation)	It’s a private sector organization, highly interested in nutrition Formed part of NAFIN from the beginning	<i>YES, with official confirmation still required!</i>

¹ At the end of their term, half of the board would stay to ensure continuity, while the other half will be replaced by new members. The board will hold quarterly meetings and the chairperson will be chosen amongst the members.

Vicki Erenstein ya Toivo <i>(Individual)</i>	Strong advocate on nutrition An activist and has the voice and intellect Has legal expertise Passionate, sensitive, with a constructively critical view on issues	<i>YES, confirmed!</i>
OCDF <i>(Organisation)</i>	Research oriented, based in Omaheke Use media to promote nutrition and nutritious foods Have a project to advocate for nutrition in constituencies	<i>YES, with official confirmation still required!</i>
Joel Conkle <i>(Individual)</i>	Has a wider perspective, overview and experiences also from other countries regarding nutrition Supports the role of media in advocating for nutrition Has a wider scope on nutrition and gets things done	<i>Own Objections, due to potential conflict of interest funding the Alliance and limited period of time assured to be in Namibia</i>
Namibian Chamber of Environment <i>(Organisation)</i>	Has a livelihoods programme Produces a drought bulletin Lots of other organisations connected to it CEO is highly experienced and contributed highly to this process	<i>Yes, conditional to own confirmation!</i>
NUST <i>(Organisation)</i>	Involved in research Trains on nutrition, with Institute for Nutrition in the making	<i>YES, with official confirmation still required!</i>
Charlotte Keyter <i>(Individual)</i>	Specializes in nutrition Decades of experience Passionate about nutrition	<i>YES, confirmed!</i>
Prof. Filemon Amaambo <i>(Individual)</i>	Associate Dean of UNAM School of Medicine Was instrumental in a salt iodization project	<i>Yes, conditional to own confirmation!</i>

The meeting congratulated all new board members and agreed that every organisation that was elected to serve on the board still need to officially confirm board membership and name(s) of their representatives on NAFSAN's Board in writing.

Both DAPP and Joel Conkle both offered to be available to serve on the Advisory Council instead.

In addition, the following names were suggested to serve on the **Advisory Council**:

- ✓ Nahas Angula (Founder of NAFIN)
- ✓ Marjorie van Wyk (Head of Nutrition, MoHSS)
- ✓ Oscar Kangwiya (Nutrition student NUST)
- ✓ Johana Namene (Researcher on Nutrition)
- ✓ Meryl Barry (Pupkewitz Foundation)
- ✓ Dr. Steffen Bau (Paediatrician, specialised in child nutrition)

- ✓ Dr. Amadhila (did her PhD on Breastfeeding)
- ✓ Dr. Arturo Rodriguez
- ✓ Dr. Cynthia Haihambo
- ✓ Christian Hunter
- ✓ Asser Kavita
- ✓ Member of Parliament
- ✓ Church Representative
- ✓ Representative of Ministry of Gender Equality and Child Welfare
- + DAPP + Joel Conkle (as mentioned above)

In addition, Ben Schernick informed the meeting that over the last year, the NamSUN-CSA Project has produced a number of audio and video materials that can be used for **promotion of nutrition**, and has also identified and secured the following individuals as future **Nutrition Champions**:

- Kalux (Saggarias Karunga) - Musician
- Nadja Breytenbach - Miss Namibia 2019
- Hon Laura McLeod-Katjirua - Khomas Regional Governor

NAFSAN Secretariat

The meeting agreed that Synergos will still act as interim secretariat for the NAFSAN Board at least until December 2019, and even up to end of March 2020, depending on whether a cost-extension for the NamSUN-CSA project or other funds can be secured.

Synergos Namibia's Country Director, Ms. Kasee Ithana, also confirmed in response to questions, that Synergos would in principle be willing to continue serving in this role of Secretariat.

Ben Schernick informed the meeting that he was asked in his role as NamSUN-CSA project director to represent the civil society alliance during the upcoming SUN Global Gathering in Nepal from 3-7 November 2019.

Next Steps

- ➔ Board Members to confirm and hold first meeting and assign roles (e.g. chair persons)
- ➔ Finalize Constitution and formalize NAFSAN as an organization
- ➔ Introduction of the Board to the to the FNSC and key stakeholders
- ➔ Map out existing and future partnerships and alliances, including with local authorities
- ➔ Secure future funding through various sources, e.g. international and local donors, private sector, membership fees and other forms of fundraising
- ➔ Membership modalities, fees, payment and membership drive
- ➔ Communicate internally and externally on the status of the organization

Appendix

Invitation & Draft Agenda



NamSUN-CSA Project Director: Ben Schernick
Email: Ben@CCChange.net Cell: 081-2294803

NamSUN-CSA Project Manager: Barbara Harakuta
Email: bharakuta@gmail.com Cell: 081-6288927



TO WHOM IT MAY CONCERN among
Civil Society Organisations, Academic Institutions,
committed Individuals and the **Private Sector** in **Namibia**

24th September 2019

Dear Sir/Madam,

**Re: Constituting Meeting of Namibia's
 Civil Society Alliance for Nutrition and Food Security**

Synergos Namibia, as the current local implementing partner of the global Scaling Up Nutrition Movement, herewith likes to invite you to the **official Constituting Meeting** of Namibia's Civil Society's Alliance for Nutrition and Food Security on

Friday, 18 October 2019 at 8h30 - UN House, Klein Windhoek [Multipurpose Room, 2nd floor]

This Alliance will play a key role in supporting the revived Food and Nutrition Security Council (FNSC) under the Office of the Prime Minister as a multi-sectoral, multi-stakeholder platform.

Organisations and individuals in attendance of this constituting meeting will be the founding members of the Alliance and will decide on the Alliance's name, adopt its constitution (draft attached, for your inputs in advance) and will elect the founding board members.

Please see **draft agenda** below for more details.

With kind and ongoing support from:



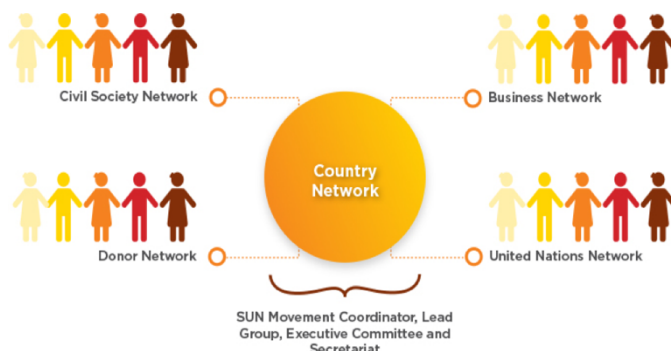
Synergos Trust Namibia c/o Robert Mugabe Avenue & Julius Nyerere Street
Box 90311, Windhoek, Namibia

www.synergos.org
Tel. +264 61 239 763

Civil Society Organizations, Academic Institutions and committed Individuals can contribute significantly to improving the nutrition and food security situation in Namibia, by sharing information, providing advice, supporting implementation, conducting research, leading advocacy efforts etc.

For orientation, the global SUN Movement’s multi-sectoral approach is structured as shown in the graphic here. Given the unique Namibian situation, our Alliance will also accommodate committed individuals and the private sector.

Namibian Parastatals (SOEs) are in this context regarded as part of the Private Sector and may fully participate. Other Government entities and UN-Agencies are welcome to attend as supportive witnesses to the process.



Constituting Meeting - DRAFT AGENDA

Date: Friday, 18th October 2019 *Venue:* UN House (***please bring your ID with***)

8:30	Arrival Tea & Registration
9:00	Welcoming: Intention of the Meeting & Introductions
9:30	Update: Status Quo on Food & Nutrition Security in Namibia, and the SUN Movement
9:45	Constitution of Alliance: Adoption of Constitution & Key Organisational Issues
10:15	Name of Alliance: Brief History, Current Options & Decision Making (Inclusive Voting)
10:45	<i>Nutrition Break</i>
11:15	Announcing the Outcomes of the decision (vote) on the Alliance’s Name
11:20	Board members: clarifying criteria, terms, expectations, roles and responsibilities
11:30	Board – Rounds of Nominations of prospective suitable Board Members
12:00	Election Process: Board Members & Congratulate the Founding Board Members
12:30	Next Steps & Ways Forward
13:00	Closing & Lunch

Kindly **confirm attendance** with Ms. Wezi Tjaronda, 081-2800076 or wezitjaronda@gmail.com

Should your organization operate from outside Windhoek and has limited resources for sending a representative to this constituting meeting, please contact us, as we may be able to assist.

Thank you for being a part of this process and letting us know of your attendance as individual or if your organization will send one or more representative.

Sincerely,


 Ben Schernick
 SUN-CSA Project Director,
 Synergos Trust Namibia



Attendance List

	Name	Surname	Organisation	Cell	Email
Mr	Ben	Schernick	NamSUN-CSA	0812294803	Ben@ccchange.net
Ms	Barbara	Harakuta	NamSUN-CSA	0816288927	bharakuta@gmail.com
Mr	Moses	Mberira	OCDF	0815804771	mosesmb@gmail.com
Ms	Wezi	Tjaronda	NamSUN-CSA	0812800076	wezitjaronda@gmail.com
Mr	Oscar	Kangwiya	NUST	0814825833	kangwi Yao@gmail.com
Ms	Johana	Namene	UNAM	0811275736	jnamene3@gmail.com
Ms	Charlotte	Keyter	UNAM	0812060524	ckeyter@unam.na
Ms	Elricia	Beukes	Orange Babies	0812968299	info@orangebabies.com.na
Ms	Drusila	Kauazunda	NACAPA	0813844216	kauazundad@gmail.com
Ms	Vicki	Ya Toivo	<i>Individual Capac.</i>	-	veyatoivo@gmail.com
Prof	Shirley	Hodgson	UNAM	0814337283	shodgson@sgul.ac.uk
Mr	Charles	Neels	OCDF	0812432899	chilizoneels@gmail.com
Mr	Natangwe	Ueitele	OCDF	0818644811	lazpak@gmail.com
Ms	Kasee	Ithana	Synergos	0811290355	eithana@synergos.org
Ms	Iyaloo	Ngodji	Synergos	0811485584	ingodji@synergos.org
Mr	Joel	Conkle	UNICEF	0814500759	jconkle@unicef.org
Ms	Kirsten	Moeller-Jensen	DAPP	0811243604	dappnamibia@iway.na
Ms	Onena	Shivute	DAPP	0856404698	onenadapp@gmail.com
Ms	Anna	Kankondi	Namib Dairies	0811275572	Anna.Kankondi@ol.na
Dr	Chris	Brown	NCE	0811625807	ceo@n-c-e.org
Ms	Franziska	Breuer	NCE	0814109382	Franzi_breuer@web.de
Ms	Jennifer	Gatsi	CRIAA-SADC & NWHN	0811296940	j.gatsi@criaasadc.org
Ms	Ndinela	Nambala	NWHN	0814272331	ndinelaonambala@gmail.com
Ms	Julius	Burton	Namibia Scientific Society	061225372	burtonjlius@icloud.com

PowerPoint Presentation



Civil Society Network
ENGAGE • INSPIRE • INVEST

61 countries are leading a global movement to end malnutrition in all its forms.

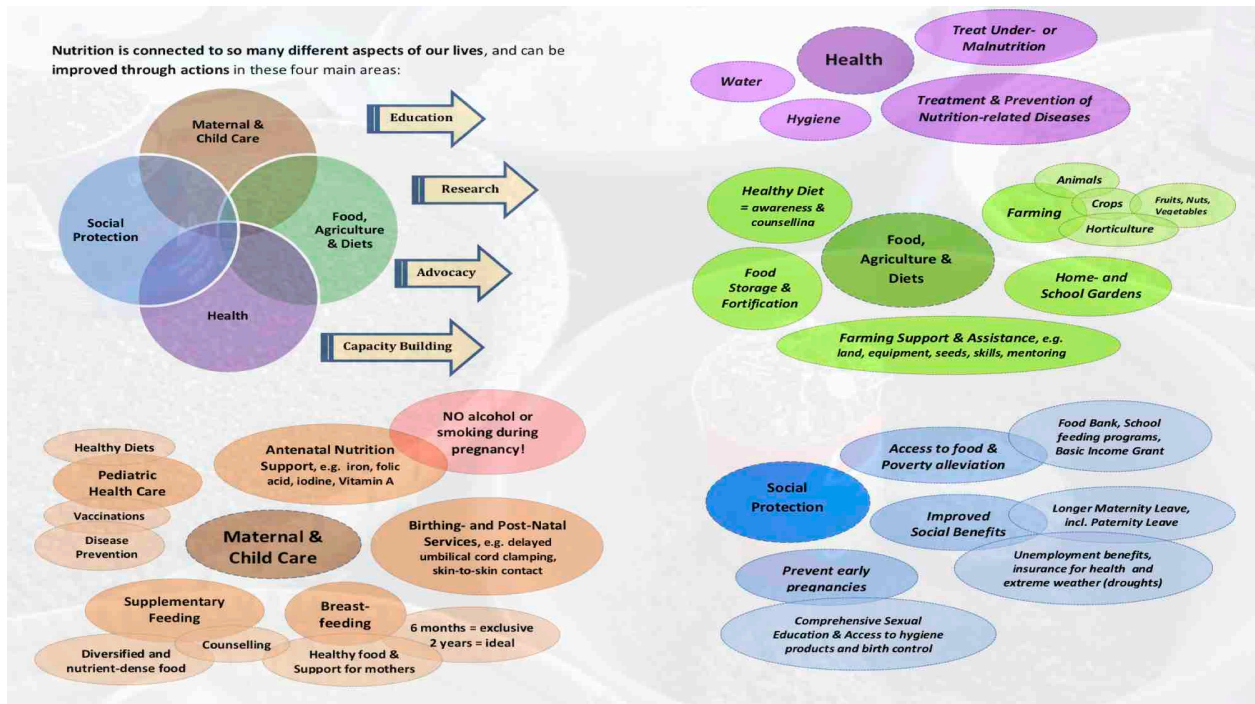
NAMIBIA - Civil Society Alliance on Nutrition and Food Security

CONSTITUTING MEETING

Windhoek, 18 October 2019









Background



Initial Food Security Council was dormant...

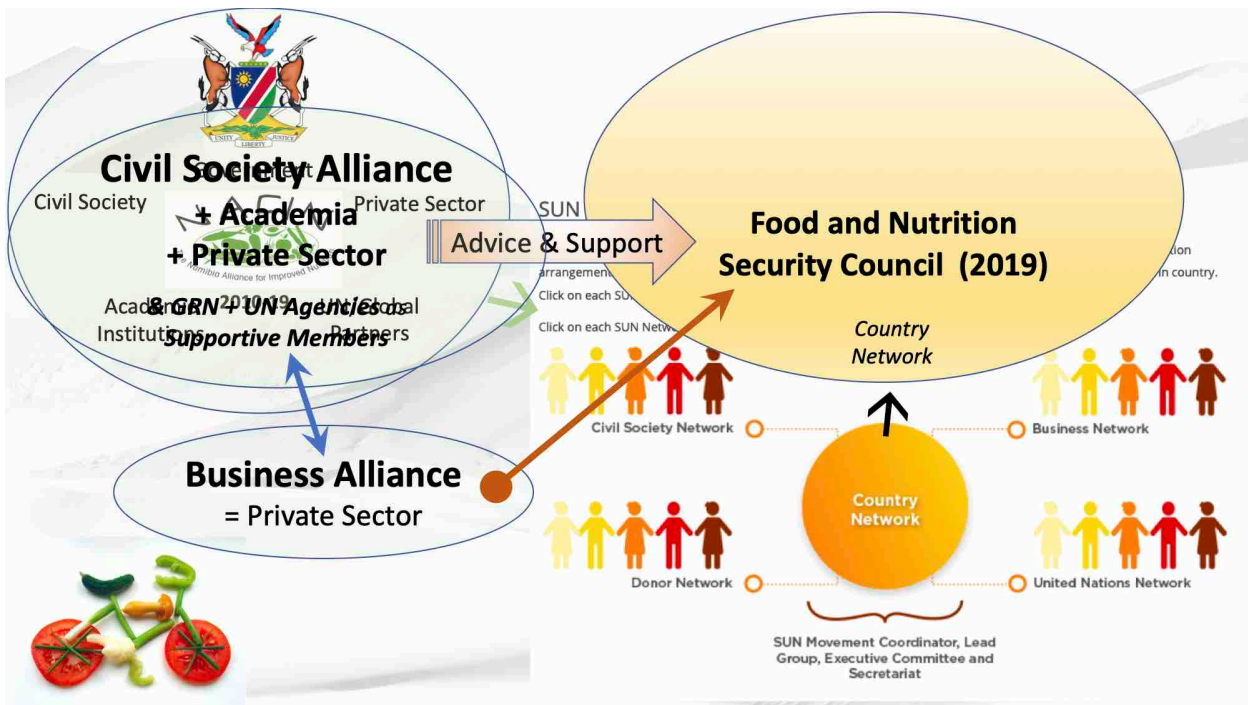
2010 = **Namibia Alliance for Improved Nutrition** established, *Synergos Namibia* as **Secretariat [pro-bono]**



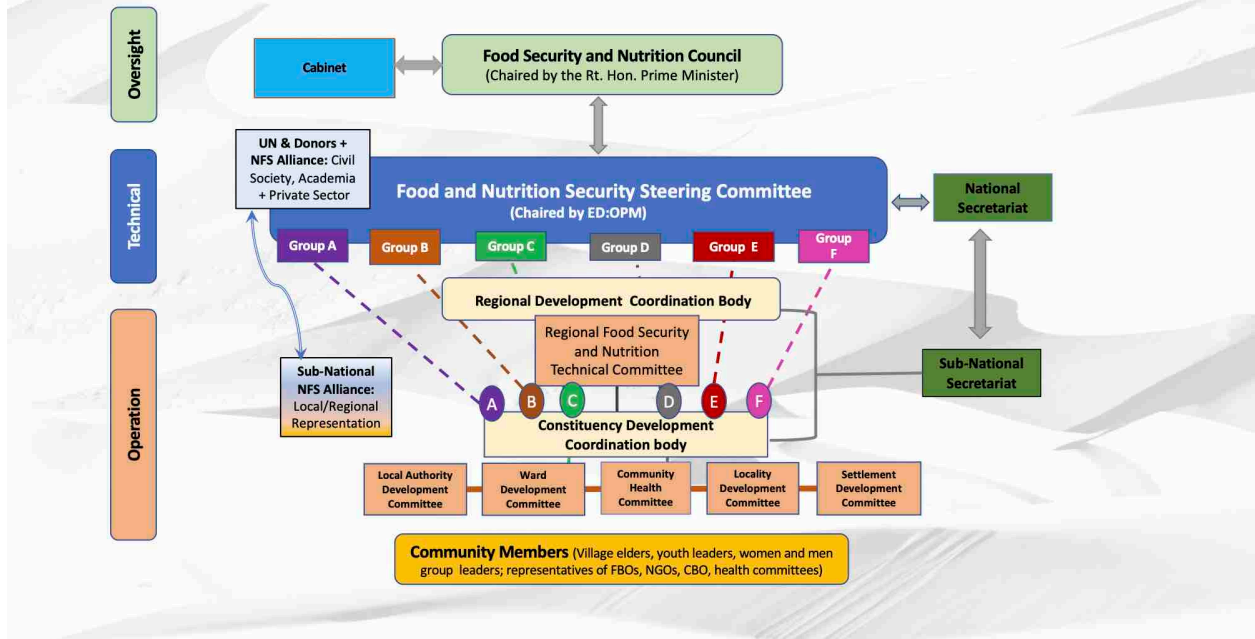
2010 - 2019 = NAFIN served as Namibia's multi-sectoral Multi-Stakeholder Platform and member of the global **SUN Network** (61 countries)

2018/19 = **Food and Nutrition Security Council (FNSC)** under the **Office of the Prime Minister** is Namibia's (old and) new Multi-Stakeholder Platform

+ **Food and Nutrition Security Policy & Implementation Action Plan**

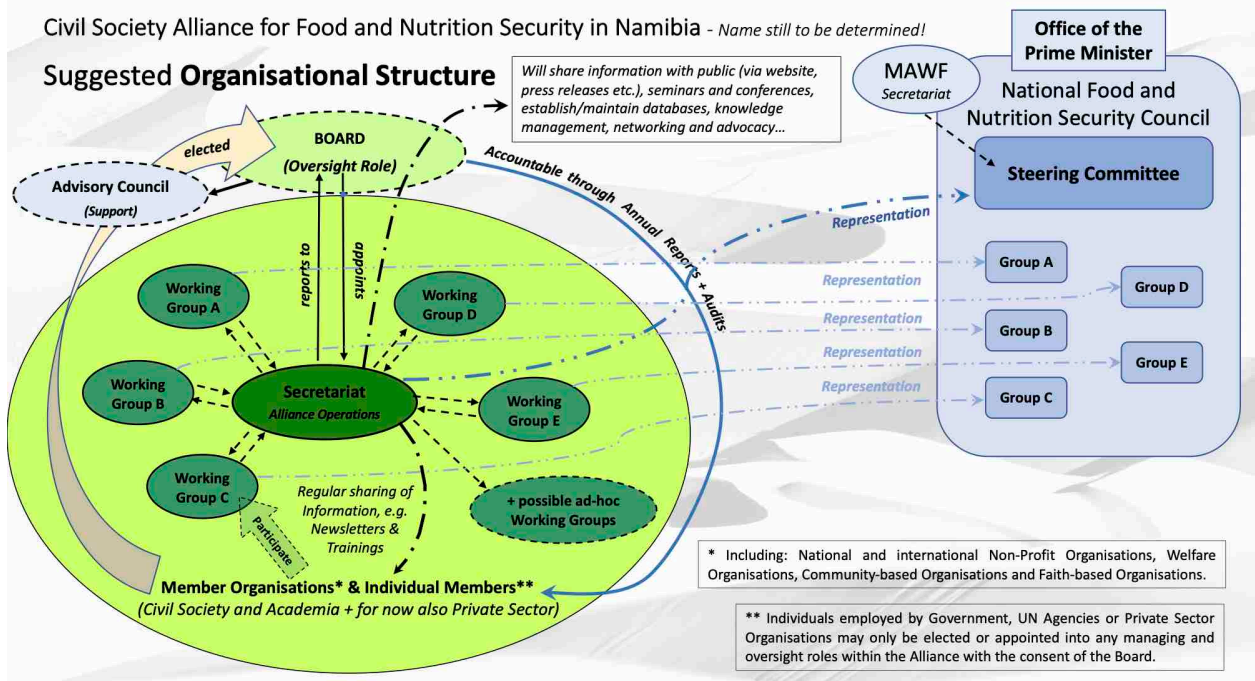


Proposed Food and Nutrition Security Coordination Structure for Namibia



Civil Society Alliance for Food and Nutrition Security in Namibia - Name still to be determined!

Suggested Organisational Structure



Name = ...
Type = Trust

Constitution

2.1. Vision

Everyone in Namibia has the resources, knowledge and motivation to ensure food security and optimal nutritional status for themselves and for those they provide care for.

2.2. Mission

- a) THE ALLIANCE provides **organisations, communities, and individuals with effective platforms, tools, information and skills** to achieve food security and optimal nutritional status for themselves and others.
- b) THE ALLIANCE **promotes nutrition and food science** and makes such science **applicable and accessible to the entire population**.
- c) THE ALLIANCE **advocates for governmental and non-governmental structures**, financial and political commitment, legislation, policies, programmes and actions that **ensure food security** and an effective, sustainable and equity-focused approach to **improving the nutritional status of everyone in Namibia**.

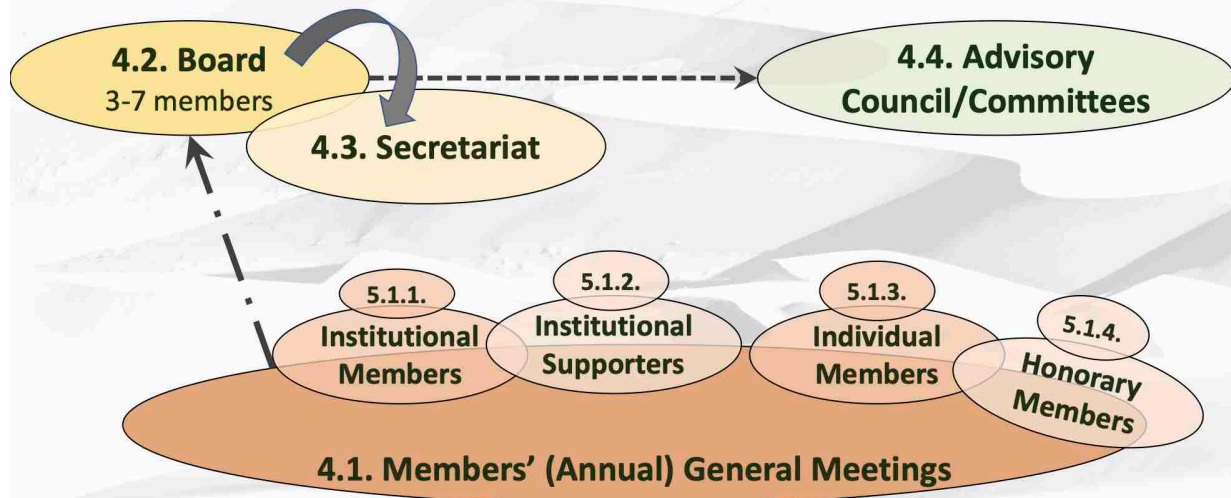
2.3. Aims & Objectives

Constitution cont...

THE ALLIANCE's aims are:

- To **work in partnership** with academia, communities, educators, practitioners, government, private sector and UN agencies to achieve THE ALLIANCE's vision.
- To **enhance national and sub-national structures and systems** for effective, accountable, coordinated and sustainable implementation of nutrition and food security actions by organisations, communities and individuals.
- To **raise public awareness** of existing structures, laws, policies and actions that promote food security and optimal nutrition, and to critically and constructively review them and to advocate for necessary changes.
- To **enhance the provision of alternative and sustainable thinking and learning** around nutrition and food security through sourcing of credible evidence, policy analysis, development of information, education and communication materials, and the provision of platforms for communication with the public, partners and relevant professionals.
- To **strengthen civil society organisations and other stakeholders** to effectively coordinate and engage in discourse and activities on nutrition and food security; this includes empowering and educating individuals, communities, non-profit organisations, government institutions as well as private businesses, e.g. by developing and providing easily understandable yet high quality training and training material.

Constitution - 4. Organisational Structure



Constitution cont...

5.2. Membership Fees (*e.g. sliding scale*)

5.3. Membership Status, Rights and Obligations
(*active, on-hold, moved-on, ended*)

6. Conflict Resolution (*focus on mediation*)

7. Financial Issues

- ✓ Financial Year: March – February
- ✓ Secretariat responsible for proper accounting
- ✓ Board Members = registered Trustees (Signatories)
- ✓ Annual Financial Audits + AGM to review selection of auditors

8. Amendments of Constitution & Dissolution of Organisation