

3rdCSANN Executive Board Meeting

Date: 19 May 2014

Venue: NTAG Hall

List of participants

SN	Name	Designation	Organization	Email Address
1.	Dr. Uma Koirala	Chairperson	CSANN	koiralau@gmail.com
2.	Anjalina Karki	Project Coordinator-SUN	Save the Children	anjalina.karki@savethechildren.org
3.	Deepak Thapa	Program Manager	NTAG	deepakntag@mail.com.np
4.	Devendra Raj Singh	Program Coordinator	BHORE Nepal	nepalbhore@gmail.com
5.	Dhananjaya Poudel	Secretary	NNF	pldjaya@gmail.com
6.	Dipak Raj Sharma	Program Coordinator	MaxPro	deepak.sharma@maxpro.com.np
7.	Narayan Subedi	Program Manager	NPHF	subedi.narayan@gmail.com
8.	PreetiSubba	Program Officer	NTAG	preetisubba@yahoo.com
9.	Rohani Shrestha	Executive Director	NPCS	roshani@npcs.org.np
10.	Sunil Shrestha	Board member	SMNF Nepal	sunil_yala@yahoo.com

Agenda

- Updates on CSANN activities
- Fix dates for Advocacy and Communication Development Workshop
- Any other business

Sharing and discussion

- The Introductory meeting that was supposed to be held at CHD hall on May 15, 2014 with the presence of Giri Raj Subedi, Chief of Nutrition Section/Child Health Division could not happen as Mr. Subedi had to go for a very important meeting. Dr. Shyam Raj Upreti was also not present as he was out of Kathmandu.
- A meeting was carried out on Friday, May 16, 2014 with Program Director, Radha Krishna Pradhan and Joint Secretary, Bishnu Nepal of National Planning Commission. They have expressed their commitment to support CSANN.
- There is a need to meet with national focal person, social sector officers of National Planning Commission for the promotion and advocacy of CSANN.
- There is a need to build a strategic plan/promotional program for CSANN.
- **A 2-day Advocacy and Communication Development Workshop will be organized on 26-27 May, 2014.**
 - The cost of workshop will be borne by Save the Children.
 - The venue will be decided on the time availability of the government officials. The options for venue outside Kathmandu valley are Patale Ban, Nagarkot, Dhulikhel (Himalaya Horizon). And, the options for venue inside Kathmandu valley are Godavari Resort, Park Village.
 - Dipak Sharma will lead this event management.
 - Deepak Thapa will coordinate with the CHD officials to get their appointments for the workshop.
 - Only key persons who are technically sound for this workshop will be invited. They will include officials from Child Health Division, NHEICC and NPC.

- Dr. Ritu Raj Gartoula will be responsible for making the detailed agenda for this workshop.
- All members should be prepared for the workshop by going through the references; Joint Multi-sector Advocacy & Communication Strategy and scope of CSANN as mentioned in Terms of Reference. The documents will be circulated by Anjalina Karki to all the members through email.
- One page information on CSANN will be disseminated to the invitees and their support will be requested for the workshop.

▪ **Promotion of CSANN:**

CSANN's activities should be promotional in the initial phase. Logo must be finalized as soon as possible so that CSANN sign board; letter head and other official documents could be developed.

▪ **Involvement of Media person:**

There is a need to involve media person. A concept note will be prepared and approval will be sought from Save the Children. One or two times for press releases will not be enough to promote CSANN. A good media strategy is needed, which must be included in the action plan. It would be easier to promote CSANN by involving a media person as a CSANN member.

▪ **Global day of action**

- For the global day of action, Nepal will organize media programs and share HANCI information with government stakeholders.
- Anjalina Karki has developed a concept note for "Global Day of Action", which she will circulate among the CSANN members.
- A two and a half hours' workshop will be organized (tentative date: May 30, 2014).
- The agenda will include CSANN introduction, nutrition scenario, MNSP, evidence sharing on HANCI, commitment from the different ministries and political leaders.
- Participants should include higher level officials who can give their commitment.

▪ CSANN should have a data bank of the list of organizations working in nutrition. Mapping done by secretariat should be shared and updated for wider use.