

Civil Society Alliance on Nutrition in Nepal (CSANN) -Executive committee meeting

The second monthly meeting of Civil Society Alliance on Nutrition in Nepal (CSANN)- Executive committee was held on 2071/01/29 (12th May, 2014), 2.30pm under the chairpersonship of NNF at NTAG meeting hall, NTAG building, Maitighar height, Kathmandu, Nepal.

Agendas, discussions and decisions made are as follows:

Sn	Agendas	Discussions	Decisions
Previous meeting agendas			
1	CSANN staff hiring process follow up	<ul style="list-style-type: none"> ➤ Hiring of candidate for the post of CSANN secretariat will be done internally. ➤ Till now the application of only one candidate has been received for the vacant position. ➤ Atleast 3 candidates must be interviewed for hiring in the vacant post, so the time of application submission has been extended for one week. 	CSANN secretary will call the applicants for interview and make decision about CSANN secretariat after one week.
2	Upload nutrition related document creating CSANN website and be available on Facebook and twitter...social media	<ul style="list-style-type: none"> ➤ There is need of creating website of CSANN and CSANN- pages on social sites (e.g. Facebook, Twitter) along with regular update to promote in a national and international level. 	Initial webpage of CSANN will be created/ constructed by IT personnel of SAVE the children. However the regular update will be done by allocated person later on.
3	Advocacy and communication strategy development workshop	<ul style="list-style-type: none"> ➤ CSANN workshop will advocate the.....about the establishment, objectives and other matter relevant to CSANN. 	Workshop of 2 days will held tentatively on 19-20 th of May 2014. The venue has not been fixed.
4	CSANN logo finalization; CSANN letter pad CSANN brochure	<ul style="list-style-type: none"> ➤ Voting for logos to be used as CSANN logo was done. ➤ The participants who had prepared the logos presented their logic and opinion behind the logos prepared. ➤ Some modifications have to be made in the logo prepared by Mr. Deepak Sharma. ➤ The brochure of CSANN should be prepared which include about CSANN establishment, its 	The colour used in CSANN logo will be similar to that of SUN logo. The finalized logo for CSANN will be prepared by Mr. Deepak Sharma. Initial outlines about CSANN prepared by Ms. Angelina Karki will be used as base for

		introduction, objectives, vision, mission, etc	brochure preparation.
New Agendas			
5	CSANN materials handover	<ul style="list-style-type: none"> ➤ List of materials to be provided for CSANN was presented. ➤ Rs. 10000 on monthly basis has been allocated for admin cost of CSANN. ➤ Contract of CSANN secretariat will be of 11 months, which include first 3 months of profession period. 	The TOR and Contract paper will be prepared including contact period, payable amount and other provisions made for the post.
6	Coordination meeting of CSANN team with CHD-nutrition department, NPC, MSNP secretariat and other ministries.	<ul style="list-style-type: none"> ➤ Introductory meeting about CSANN has to be conducted with CHD-nutrition department, NPC, MSNP secretariat and other ministries ➤ Call was made to Dr. Shyam Upreti and Mr. Giri Raj Subedi for attending the meeting ➤ Mr. Radha Krishna / Mr. Chudamani have to called for attending the meeting 	Meeting will be conducted at CHD on Jestha 1 st , 2071(15 th May, 2014) at 11.00 am.
7	Kapilvastu district visit- A team of 4-5 people from CSANN board for initial rapport building with district government as well as NGO umbrella in district.	<ul style="list-style-type: none"> ➤ It will support to create networking of CSANN at district level. ➤ It will be carried out as feasibility survey for making networking in Kapilvastu. 	

- Dr. Ojaswi Acharya made the presentation and mentioned about the proposal for “Generation nutrition” program to be carried out through CSANN