

**Seminar: The European Commission's Action Plan on Nutrition – Ensuring Quality Implementation**

**Points to help the discussion**

We are pleased that you are taking part in the seminar[[1]](#footnote-1). The organising team looks forward to welcoming you to lively and engaging discussions.

The purpose of the seminar is to:

To create space for learning and exchange between EUDs working in partner countries and key external and internal stakeholders, on how to embed nutrition as a critical determinant of a country’s human and social development.

The seminar objectives are to:

* Provide an animated forum for creative learning and exchange by convening EUDs with a range of external stakeholders
* Identify key areas of support that would enable EUDs to go further in their design – and implementation - of nutrition-sensitive assistance
* Position the EC’s work within the wider global nutrition agenda and the Sustainable Development Goals (SDGs)
* Capture experience and lessons for wider dissemination – successes as well as challenges in the design, implementation and impact of nutrition-sensitive programmes

To create a really effective platform for the exchange of views, we ask you to note the following points:

**1. Be present – please:**

* Be prompt in arriving at the beginning of the day and returning from breaks
* Turn your mobile phone to silent during the discussion sessions
* Don’t take part in side conversations – do ask your facilitator if you are not clear on a task or discussion topic

**2. Contribute fully**

* We are all attending the seminar to listen to others, share our views and learn from the process. Please respect others as you contribute; remember that everyone in the room will be bringing a wealth of experience to the seminar
* There are a number of ways that you can contribute including:
	+ Actively listening
	+ Writing down your thoughts on post-it notes in group discussions
	+ Making sure someone is writing key points down for the group, otherwise important points will be lost from the seminar record
	+ Using the ‘ideas wall’ and the ‘any other thoughts’ cards to note down points you don’t wish to say out loud, or haven’t had time to contribute in the group discussions. They will form part of the seminar report
* Understand that facilitators will keep the session to time and may ask contributors who have more to say than time allows to note their points down.
* Speak to facilitators if you don’t feel you are being given the opportunity to contribute fully.

**3. Agree to disagree**

* During this seminar everyone should feel free to express opinions and concerns
* Please see frank discussions as healthy exchanges rather than personal attacks
* The facilitation team will wish to bring out differences in approaches and strategies so that everyone can see the range of solutions available in quality implementation
* Everyone should contribute to a safe/non-judgemental environment

**4. Honest feedback**

The organising and facilitation teams for the seminar will be learning from the process. Please give any comments you have on your experience to them during the breaks and play an active part in the evaluation exercises that will be conducted at the end of each day. These will help us all make sure everyone gets the most out of the seminar.

The organising team looks forward to welcoming you to lively and engaging discussions next week.

1. 19th to 21st March, at the Thon Hotel Bristol Stephanie, 91-93 Avenue Louise, B-1050 Brussels, Belgium. [↑](#footnote-ref-1)