

Appendix B

Workshop Program and Steering Committee Meeting Notes

Workshop Program

Meeting location: Senators Hotel, Caesars Gauteng, Johannesburg, South Africa

Meeting date: April 25–26, 2003

Meeting moderator: Dr. John Mugabe, New Partnership for Africa's Development
Science and Technology Forum

Day 1

- 0830–0900 Welcome and introductions
Presentation: Dr. Tobias Takavarasha, Food, Agriculture, and
Natural Resources Policy Analysis Network
Introductions: Participants
- 0900–1000 Objectives, Expectations, and Ground Rules
Presentation: Prof. Joachim von Braun, International Food Policy
Research Institute
Open plenary discussion: Moderated by Dr. Mugabe
- 1000–1030 Tea/coffee break
- 1030–1230 Agricultural Biotechnology and GMOs in Southern Africa:
A Regional Synthesis
Presentation: Dr. Doreen Mnyulwa and Julius Mugwagwa,
Biotechnology Trust of Zimbabwe
Open plenary discussion: Moderated by Dr. Mugabe

- 1230–1400 Lunch break
- 1400–1600 Dealing with Complex Public Disputes: Multiple-Stakeholder Approaches, Negotiation, and the Practice of Consensus Building
Presentation: Ms. Michele Ferenz, Consensus Building Institute
Open plenary discussion: Moderated by Dr. Mugabe
- 1600–1630 Tea/coffee break
- 1630–1800 The Road Ahead: Where We Might Go from Here
Open plenary discussion: Moderated by Dr. Mugabe
- Day 2**
- 0830–0930 Overview of day 1 and preparation for day 2 activities
Presentation: Dr. Mugabe
Open plenary discussion: Moderated by Dr. Mugabe
- 0930–1800 Day 2 activities
Plenary and group-based discussions of selected topics
Selection of steering committee members
- 1830–2000 Meeting of Steering Committee

Steering Committee Meeting Notes

Present: Fred Kalibwani, John Mugabe, Julius Mugwagwa, Norah Olembo, Cathy Rutivi (representing Tobias Takavarasha), Unesu Ushewokunze-Obatolu, and Klaus von Grebmer. *Secretary:* Jenna Kryszczun

Committee Membership

The committee was selected before the closing of the policy dialogue on biotechnology, agriculture, and food security in southern Africa on April 26, 2003. The committee members are

- John Mugabe (*chair; ex-officio*), Executive Secretary, Science and Technology Forum, New Partnership for Africa's Development
- Fred Kalibwani, Advocacy Officer, PELUM Association
- Julius Mugwagwa, Research Coordinator, Biotechnology Trust of Zimbabwe

- Norah Olembo, Managing Director, Kenya Industrial Property Institute
- Unesu Ushewokunze-Obatolu (*interim*), Deputy Director General (Research), AREX, MOLARR and Vice-Chair, Southern African Development Community (SADC) Advisory Committee on Biotechnology [interim member until SADC Advisory Committee elects a representative]
- Tobias Takavarasha (*ex-officio*), Chief Executive Officer, Food, Agriculture, and Natural Resources Policy Analysis Network (FANRPAN)
- Klaus von Grebmer (*ex-officio; interim*), Director, Communications, International Food Policy Research Institute (IFPRI) (interim member until Steven Were Omamo, Research Fellow/Network Coordinator, IFPRI, joins)
- Open
- Open

Meeting Agenda

The committee developed and approved the following agenda for the meeting:

1. Selection of chairperson
2. Interim communications strategy
3. Roles
4. Tasks (next steps)
5. Nomination and appointment of other two members

Selection of Chairperson

The committee elected Dr. Mugabe as its chair.

Interim Communications Strategy

It was decided that IFPRI would handle the communications aspects of the committee and develop a communications strategy. This would involve (a) setting up a listserv for committee members (within one month) and (b) ensuring that the committee members are networked electronically, that is, if there is an issue that

needs to be addressed, IFPRI will ensure that all members are networked so they are able to respond to that particular issue.

An electronic platform for the dialogue was discussed. Dr. von Grebmer indicated that a Web site could be set up that would have a section that was open to all, which would contain papers, proceedings of dialogues, and other information and links to each of the members' Web sites, as well as a section that was closed and open only to committee members, which could serve as a means of communication, sharing documents, and editing documents among committee members. Committee members expressed interest in having an electronic platform where papers could be available and comments posted in order to have electronic dialogues. The idea of posting a bibliography of information on biotechnology in Africa was also suggested, as was the posting of the tables in Dr. Mugwawa's presentation for updating by visitors to the Web site.

First Dialogue Report and Accompanying Letter

The committee asked the conveners of the meeting (IFPRI-FANRPAN) to prepare the synthesis report of the proceedings of the policy dialogue, to be reviewed by the chair of the dialogue, Dr. Mugabe. The conveners were also asked to prepare an accompanying letter, which will be sent to key actors, communicating the decisions and recommendations of the dialogue including the formation and composition of the committee. The letter should be signed by IFPRI-FANRPAN. Initial suggestions for recipients of the report/letter include the SADC, the SADC Advisory Committee on Biotechnology chairperson, the African Union, and the African Biotechnology Stakeholders' Forum. It was decided that committee members will develop a list of additional institutions (with contact names and information) that they would like to target and people that they would like to subsequently engage in the dialogue process. The list is to be sent to the conveners by e-mail. The committee requested that the letters and reports be sent out within one month (the week of May 26) to the developed list as well as to all participants in the dialogue.

Roles

Secretariat. In terms of secretariat-type activities, the committee decided to leave it to IFPRI and FANRPAN to discuss.

Participation of committee members in meetings and processes. The committee decided that if, as a member of the committee, a person is requested to fit into a process, the member shall have the flexibility to do so; however, the role of the member must be agreed upon so that he or she is not seen as being advisory or representative of the dialogue as a whole. Committee members should be considered a

resource, to take information to those processes if and when required. It was proposed that the chair consider participating in discussions of the SADC Advisory Committee, depending on the response that this committee receives from the SADC Committee. It was noted that this would be considered upon request, and that the report could be presented, along with some of the key issues. It was recommended that the letter accompanying the report to the SADC committee suggest that the dialogue is open as a resource for that process.

Tasks

Calendar of key events. The committee agreed that a shared calendar of events would be useful. Dr. von Grebmer will design and set up the calendar within the next two months, and committee members will fill the calendar with important dates and events. It was discussed that the following key events would be milestones for the committee to target for the dialogue:

1. United States Agency for International Development Conference on Biotechnology—December 2003 (in Chile)
2. Convention on Biodiversity—April 2004 (in Latin America)
3. IFPRI Conference on Food and Nutrition Security—April 2004 (in Uganda)

Two other events to target were mentioned—the African Union summit in July 2003 and the Council of Ministers in August 2003, but given that the dates are so near, the effort would be to communicate that the dialogue and committee have been established.

Next dialogue. The committee agreed that there would be at least one more dialogue by the beginning of December 2003 and that it should target the above three noted processes. When the original timeline from the concept note was raised, the committee decided to consult among themselves in the coming months, particularly involving Dr. Omamo, about whether in fact they should hold another dialogue before December and if there is capacity and resources to organize the dialogue within that time. Concern was raised over the time between dialogues, and a need to keep up the momentum of the process was expressed. The committee agreed to propose to have two dialogues, one in September and one in January, and they will explore with IFPRI, particularly regarding funding and capacity.

It was suggested that perhaps one subregional activity could be held before another large dialogue in December, for example, a possible side event at the

ministerial meeting in July. The committee decided to consult among themselves on key events on which the dialogue should focus and to also get input from Dr. Omamo.

Regarding the ministerial meeting, it was raised that the SADC Advisory Committee on Biotechnology will be presenting concept notes and working papers at the meeting to bring forward information that would help the ministers with formulation of policies and legislation. It was mentioned that it would be very instructive if the dialogue could inform the policy suggestion process to people who were assigned to undertake this work. The committee decided to ensure that the final report of the first dialogue as well as the working papers are formally submitted to that event in addition to a four- or five-page brief that offers highlights of the issues raised during the dialogue, flagging key issues while also indicating that the dialogue is available as a resource (noting the Web page if possible).

On the basis of consultation, the committee will talk with the secretariat regarding the capacity to organize a roundtable around the ministerial meeting in August. The committee agreed to have an electronic exchange to agree on a possible theme for that meeting, one that will influence the ministerial discussion. If resources are available and there is a need for another set of papers to be commissioned, the committee will work in consultation with the secretariat to collectively determine the terms of reference, while the secretariat will be left to commission the papers. The terms of reference for the second dialogue will be developed by the secretariat and the committee electronically.

Procedures for invitations to dialogues. The committee decided to develop a body of procedures for multistakeholder dialogues that would discuss the invitation procedure for dialogues. It was acknowledged that there may be some sessions that are open, but others that the committee may decide not to be open.

Production of report and brief. In summary, IFPRI will facilitate the production of a synthesis report and a brief coming out of the dialogue to be ready by mid-June. The brief will be drafted by IFPRI-FANRPAN and sent to committee members for review. It should contain a summary of the dialogue and key issues of the working papers, and note the key players, information about what the dialogue is, and key issues that the committee wishes to flag for which the dialogue may be available as a key resource for gathering information.

Committee meeting notes. Ms. Kryszczun was asked to send the committee meeting minutes as well as contact information for all committee members to the group by the beginning of the week of May 5.

Committee mandate. The committee decided to discuss via e-mail the development and interpretation of its mandate. The mandate will be taken to the next dialogue so it may be renewed.

Next committee meeting. The committee suggested meeting a day or two before the next dialogue.

Nomination and Appointment of Other Two Members

The committee decided that the two open slots on the committee will be filled at the next dialogue. It was proposed that several individuals from the sectors of consumer groups and farmers be invited to the next dialogue to ensure that there is an open process to nominate and appoint the additional two members. Committee members will be proactive in assisting the secretariat in identifying those to invite.

Closing

The Chair closed, urging the committee members to be actively engaged in the coming weeks. He noted that expectations emerging from the dialogue are relatively high, and the committee needs to ensure that those expectations are met.