

GUIDE TO THE PREPARATION OF THE CFS 52 FINAL REPORT

Since CFS 47 held in February 2021, a guide to the preparation of the CFS Final Report has been prepared and endorsed by the CFS Bureau, in consultation with the Advisory Group, as a way to contribute to a clear and efficient process for the preparation of the final report of the plenary.

At CFS 50 held in October 2022, and at CFS 51 held in October 2023, the Plenary did not complete the approval of the Final Report within the foreseen time. One of the underlying issues had been the fact the Guide to the Preparation of the Final Report was endorsed by the Bureau but not by the Committee itself. Another one was the fact that the Draft Conclusions of some agenda items had not been explicitly presented and discussed in Plenary before being submitted to the Drafting Committee.

In order to address these constraints, a number of adjustments to the process are suggested for CFS 52. First, as it can be seen in the CFS 52 Draft Provisional Agenda (BurAG/2024/01/25/01/Rev1), the Guide to the preparation of the CFS 52 Final Report will be presented for endorsement by the Committee under item 1.d. Furthermore, Draft Conclusions and Decisions will be presented for consideration by the Plenary at the end of each agenda item, independently from the nature of the item.

In line with past practice at CFS Plenary Sessions, depending on the nature of each agenda item, three types of procedures are suggested for the preparation of the CFS 52 Final Report with similar procedures for similar types of items:

- **TYPE A:** Preparation of Draft Decisions by the Bureau, after consultation with the Advisory Group, for items where a plenary decision is expected. At the end of each agenda item, the Draft Decisions will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee;
- **TYPE B:** Preparation of Draft Conclusions by the Bureau, after consultation with the Advisory Group, for items that are for information and discussion. These conclusions may include placeholders for a limited number of additional bullets on specific matters that may arise from plenary discussions, in line with guiding questions to be included in the CFS 52 Guide. At the end of each agenda item, the Draft Conclusions will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee;
- **TYPE C:** Preparation of text by the CFS Secretariat for items where only information on speakers and process is expected to be included in the Final Report. At the end of each agenda item, the Draft Conclusions will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee.

These procedures are presented for consideration by the CFS Bureau, in consultation with the Advisory Group. Once finalized by the CFS Bureau, this document will be presented for consideration and endorsement at CFS 52 under agenda item 1.d.

Proposed procedures for CFS 52 and past examples

I. ORGANIZATIONAL MATTERS *(for information and decision)*

TYPE C: Draft text will be prepared by the CFS Secretariat and projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee. The text will make reference to the number of attendees, including high-level delegates, appendixes contained in the final report, Drafting Committee members, the adoption of the Guide to the preparation of the Final Report, etc. (i.e. [CFS 46 Final Report, paragraphs 1-7](#)).

II. STRENGTHENING COORDINATED POLICY RESPONSES TO THE FOOD CRISIS –THE STATE OF FOOD SECURITY AND NUTRITION IN THE WORLD 2024 *(for information and discussion)*

a) Opening statements *(for information)*

TYPE C: Draft text will be prepared by the CFS Secretariat and projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee. The text will make reference to the representatives who delivered opening statements (i.e. [CFS 46 Final Report, paragraph 8](#)).

b) SOFI presentation *(for information and discussion)*

TYPE B: A Draft Conclusion, prepared by the Bureau in July 2024, after consultation with the Advisory Group, will be included in a background document and will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee. The text will make reference to the panelists and to the key messages included in SOFI 2024 (i.e. [CFS 42 Final Report, paragraphs 11-13](#)).

c) CFS Summary Report on Collaborative Governance *(for information and discussion)*

TYPE C: Draft text will be prepared by the CFS Secretariat and projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee. The text will make reference to presentation of the CFS Summary Report.

d) Briefing about ongoing international initiatives against hunger and poverty *(for information and discussion)*

TYPE C: Draft text will be prepared by the CFS Secretariat and projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee. The text will make reference to the panelists.

e) Delegate statements (*for discussion*)

Delegate statements will not be included in the CFS 52 Final Report.

III. GLOBAL THEMATIC EVENT ON ADVANCING THE UPTAKE OF THE CFS VOLUNTARY GUIDELINES ON THE PROGRESSIVE REALIZATION OF THE RIGHT TO ADEQUATE FOOD IN THE CONTEXT OF NATIONAL FOOD SECURITY (*for information and discussion*)

TYPE B: A Draft Conclusion, prepared by the Bureau in July 2024, after consultation with the Advisory Group, will be included in a background document and will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee (i.e. [CFS 50 Final Report, paragraphs 24-26](#)).

IV. STRENGTHENING THE IMPACT OF CFS POLICY AGREEMENTS: ENDORSEMENT OF AN ACTION PLAN TO INCREASE AWARENESS, OWNERSHIP, USE AND USEFULNESS OF CFS POLICY OUTCOMES (*for decision*)

TYPE A: A Draft Decision, prepared by the Bureau in July 2024, after consultation with the Advisory Group, will be included in a background document and will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee (i.e. [CFS 45 Final Report, paragraphs 17-18](#)).

V. CFS STRATEGIC DIRECTION TOWARD 2030 (*for decision*)

TYPE A: A Draft Decision, prepared by the Bureau in July 2024, after consultation with the Advisory Group, will be included in a background document and will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee (i.e. [CFS 50 Final Report, paragraph 17](#)).

VI. ADDRESSING MULTIPLE DIMENSIONS OF INEQUALITIES: ENDORSEMENT AND UPTAKE OF THE CFS POLICY RECOMMENDATIONS ON REDUCING INEQUALITIES FOR FOOD SECURITY AND NUTRITION (*for decision*)

TYPE A: A Draft Decision, prepared by the Bureau in July 2024, after consultation with the Advisory Group, will be included in a background document and will be projected in plenary for consideration and

endorsement by the Committee, before being submitted to the Drafting Committee (i.e. [CFS 47 Final Report, paragraphs 17-18](#)).

VII. PROMOTING FOOD SECURITY AND NUTRITION ACROSS THE RURAL-URBAN CONTINUUM: STRENGTHENING URBAN AND PERI-URBAN FOOD SYSTEMS TO ACHIEVE FOOD SECURITY AND NUTRITION IN THE CONTEXT OF URBANIZATION AND RURAL TRANSFORMATION *(for discussion)*

TYPE B: A Draft Conclusion, prepared by the Bureau in July 2024, after consultation with the Advisory Group, will be included in a background document and will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee (i.e. [CFS 49 Final Report, paragraphs 21-23](#)).

VIII. PROMOTING DECENT WORK IN AGRICULTURE AND FOOD SYSTEMS *(for information and discussion)*

TYPE B: A Draft Conclusion, prepared by the Bureau in July 2024, after consultation with the Advisory Group, will be included in a background document and will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee.

IX. FORUM ON THE UPTAKE OF THE CFS VOLUNTARY GUIDELINES ON GENDER EQUALITY AND WOMEN'S AND GIRLS' EMPOWERMENT IN THE CONTEXT OF FOOD SECURITY AND NUTRITION *(for information and discussion)*

TYPE B: A Draft Conclusion, prepared by the Bureau in July 2024, after consultation with the Advisory Group, will be included in a background document and will be projected in plenary for consideration and endorsement by the Committee, before being submitted to the Drafting Committee (i.e. [CFS 49 Final Report, paragraphs 13-15](#)).

X. OTHER MATTERS

After the conclusion of the CFS Plenary, standard text concerning this agenda item will be included in the final version of the CFS 52 Final Report (i.e. [CFS 50 Final Report, paragraphs 27-29](#)).