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CFS REPORTING EXERCISE – JANUARY-DECEMBER 2025

PROPOSED FORMAT AND QUESTIONS

In line with the provisions included in the CFS Rules of Procedure, each year since 2015 the members of the CFS Advisory Group prepare a report to inform the Bureau about the work carried out during the year to fulfil their role, with particular attention paid to achievements obtained in involving their constituencies and facilitating a two-way exchange of information and inputs among their stakeholders and the Committee.

Following the endorsement of the Action Plan to strengthen the uptake of CFS policy products at CFS 52 in 2024, the relevance of the reporting exercise in the context of the follow-up to the Action Plan was highlighted.

Advisory Group members were requested to provide this information based on the following five guiding questions:

I. Contribution to CFS activities

Describe the work your organization or constituency has carried out in support of various CFS intersessional and plenary activities (meetings, Technical Task Teams, Open-Ended Working Groups, Bureau/Advisory Group meetings, etc), including coordination activities and the exchange of information and consolidation of inputs between your constituency and CFS;

II. Use, application, and dissemination of CFS outcomes

Provide examples of the use and application of CFS products (guidelines, recommendations, etc.) in your work programmes and describe the main elements of your outreach activities undertaken to disseminate CFS products. Furthermore, please indicate how these activities would contribute to the implementation of the Action Plan to strengthen the uptake of CFS policy products;

III. Voluntary commitments for the year

Present an overview of the work your organization or constituency intends to undertake this year in support of CFS and to promote the use of existing CFS policy guidance;

IV. Strengthening the linkages between the Committee and Advisory Group constituencies

What suggestions do you have to enhance the interaction between the Committee and different relevant actors on the ground to increase knowledge about CFS work at country level?

V. Success stories (**optional**)

Describe how your organization or constituency has used a CFS product or products to improve the food security and nutrition situation of individuals, communities, etc. in furtherance of accomplishing SDG 2.

In light of the increasing attention to the importance of better collecting information on concrete examples of CFS uptake, it is here proposed to focus the next Reporting Exercise on efforts spent to promote the use of CFS policy products at all levels.

Furthermore, in order to increase the reach of the exercise, and to increase the better promote the submission of information on actions undertaken at country level, it is proposed that the 2025 Reporting Exercise is partly extended – as a pilot and on voluntary basis – also to CFS Members.

If these proposals are agreed, the CFS Reporting Exercise for 2025 could focus on the use by CFS Members and/or Participants of a specific CFS policy product that led to a change in policies, institutions, practices or capacities. The main objectives would be to show how CFS policy products and related tools have been used in concrete contexts, highlight results, challenges and enabling factors observed during implementation, and present patterns and entry points that may be relevant in other contexts.

The contributions to the 2025 CFS Reporting Exercise could be structured around the following main points:

1. **Title** – concise and descriptive (country or organization and focus area);
2. **Context and rationale** – initial situation and relevance of the CFS policy product or uptake tool;
3. **Process and steps taken** – how the CFS policy product[s] was/were applied, with reference to uptake processes;
4. **Results observed** – key outputs and outcomes reported;
5. **Barriers and enablers** – challenges encountered and factors that supported progress;
6. **Lessons for practitioners** – insights drawn from experience.

At their meeting on 27 January, Bureau and Advisory Group members are invited to discuss the proposed change of format and questions for the reporting exercise concerning the period January-December 2025.

Once a decision is made, the template with the questions will be shared with the relevant CFS stakeholders who will be invited to submit their contributions by **Wednesday 8 April 2026**.