**Terms of Reference for SBN as per the current Draft Standard Operating Procedures for UNAP coordination structures and Platforms in Uganda.**

| Terms of Reference SUN Business Network | |
| --- | --- |
| **Key Role: M**obilize business to act, invest and innovate in responsible and sustainable actions in emerging markets to improve the consumption of nutritious and safe food for all people in Uganda | |
| Roles and responsibilities | * To coordinate and provide an oversight role to all private sector players relevant to nutrition * Facilitate the operational linkages with all the other relevant institutions and stakeholders within the private sector * Provide technical assistance to the OPM on private sector nutrition related engagements * Identify opportunities to improve the enabling environment for business to increase action and investments in nutrition (in line with the strategic plan) * Support development and implementation of annual business network work plan aligned to the strategic plan objectives * Support periodic(quarterly)private sector performance reviews on nutrition * Support annual private sector forum on nutrition * Develop and periodically maintain a database of business network members * Carry out social corporate responsibility for nutrition * Advocate and mobilize resources to support nutrition implementation (nutrition research, internships, capacity development, etc.) |
| Membership | * Members shall be drawn from registered business associations, corporate bodies, and Public-sector agencies involved in food trade, food transportation, food processing and food and Nutrition Advisory services for nutrition specific and sensitive actions. * Membership shall be based on institutional representation |
| Chair | The chairperson will select among the Business network members on a rotational is of 3 years |
| Secretariat | The chair of the network will host the secretariat |
| Frequency of meetings and Manner of call | * Meetings shall be held quarterly * Extraordinary meetings shall be called by the chair as and when a need arises, and the chair call the members of the committee five day * A member who absents him/herself from meetings for three consecutive meetings without giving justifiable reason(s), appropriate actions will be taken by the network members |
| Quorum | The quorum for a meeting shall be 2/3 of the members; but where a member declares an interest in an agenda item or in the matter before the discussion a member shall not be counted for the purposes of forming a quorum in relation to the item or matter in question |
| Collaboration and information sharing | Business network nutrition coordination committee reports quarterly to the Multi sectoral nutrition coordination committee |
| Reporting | **Reports to the Multisectoral Nutrition Technical Coordination Committee** |
| Proof of acceptance of assignment by the member | **Name**  **Signature** |
| Approval of membership by the head of institution | **Name**  **Signature and seal** |