

NNEdPro

Central, South East & East Asia Regional Network

Terms of Reference

Launched December 2020

Background

The NNEdPro Central, Southeast (SE) & East Asia (EA) Regional Network was formed as a research network of academics, dietitians, doctors, researchers across this region who are passionate about providing evidence-based nutrition advice and messages. The mission of this network is to bring together representatives from across the country to facilitate the spread and scale of existing nutrition knowledge, experiences, standards, and research, particularly focused on strengthening of nutrition competence and confidence in the healthcare workforce.

Objectives

- Supports training, research in both clinical & public health nutrition services
- Promotes the exchange of the application of evidence-based nutrition knowledge and focus on harmonization of practices.
- Strengthens the coordination of nutrition research efforts in the region and sharing of best practices in all areas of global, regional and local nutrition and sustainability issues
- Promotes international cultural events targeted around food & customs

Purpose of the Steering Committee

1. Provide direction to the Network, including prioritizing tasks, finding and following-up with opportunities, and developing collaborations.
2. Provide opportunities for Network members to share ideas and identify new opportunities for promotion of existing nutrition knowledge, experiences, standards, and research.
3. Inform the dissemination strategies developed to spread and scale nutrition evidence and standards.
4. Promote research collaborations which establish best practice in nutrition for health professionals.

Membership

All members of the Steering Committee are also members of the Central, SE & East Asia Network. Others associated with the Central, SE & East Asia Network are listed as 'Stakeholders', who will be updated on overall activity and invited to attend meetings when relevant.

The **Steering Committee Membership** will consist of:

International Chair (Ex-Officio / Non-Executive)	NNEdPro Chair or Vice Chair from the Board of Directors of the Global Centre for Nutrition and Health in Cambridge
Central, SE & East Asia Network Lead and/or Co-Leads and Steering Committee Chair(s)	As nominated by the NNEdPro Chair and Board of Directors at the Global Centre for Nutrition and Health in Cambridge – this individual will operate under delegated authority from the International Chair, which may in future, involve the administration of any budgets allocated to the Central, SE & East Asia Network by the Global Centre
General Members	Minimum one member
Medical Practitioner Representative	Minimum one member
Other Health Professional Representative (not medical/dietitian)	Minimum one member

Additional members may be invited to attend the meetings to provide specific input where necessary. Members can fill more than one role in the steering committee, for example, a Deputy Lead may also be the Student Representative.

Meeting Frequency

The group will meet 3-4x per year via teleconference or as required to facilitate activities. This is inclusive of the standard NNEdPro Network update meetings in June and November. All members are encouraged to attend the annual NNEdPro Summit.

Minutes and Agendas

The agenda for the meetings will be distributed prior to the meeting.

- The minutes will be distributed after the meeting.

Corresponding Members:

- Sumantra Ray: Founding Chair and Executive Director (Strategic Development)
- Matheus Abrantes: Senior Operations and Strategy Co-ordinator/Executive Officer to the Chair & Vice-Chair
- Helena Trigueiro: Global Strategic Lead for Network Engagement, Quality and Impact
- Sucheta Mitra: Operations and Strategy Co-ordinator/Membership Officer
- Sarah Anderson: Administrative Assistant

Stakeholders:

- TBC