

# The AMIS Rapid Response Forum

## Concept paper<sup>1</sup>

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### **1. Objectives<sup>2</sup>**

The Rapid Response Forum (RRF) is composed by Senior Officials from countries participating in AMIS. It is designed to promote early discussion among decision-making level officials about abnormal international market conditions to encourage the coordination of policies and the development of common strategies.

In particular, it:

- promotes early information exchange and discussion on crisis prevention and responses among policy-makers;
- assists in mobilizing wide and rapid political support for appropriate policy response and actions on issues affecting agricultural production and markets in times of crisis, without seeking to influence humanitarian responses and;
- briefs and maintains a two-way dialogue with the Secretariat and the Bureau of the Committee on World Food Security (CFS) on the deliberations of the Forum.

### **2. Agenda**

The Forum will meet as needed, but in principle not less than once per year, and will promote early discussion among decision-level officials whenever there is the necessity of the coordination of policies and the development of common strategies. Meetings will, to the extent possible, be held back-to-back with other international meetings to promote efficiency.<sup>3</sup>

The AMIS Secretariat using all the information, monitoring and analytical resources at its disposal, will report to the AMIS Rapid Response Forum Chair in case of the detection of an actual or impending international market situation that could require action.

The Secretary of AMIS, in consultation with the AMIS Rapid Response Forum Chair, prepares provisional agendas and circulates these two weeks in advance of meetings of the Forum. Participants may, by general consent, modify the agendas of meetings of the Forum. Each meeting of the Forum will begin with a presentation of the agenda for modification and/or adoption by participants.<sup>4</sup>

An extraordinary meeting of the RRF can be called by the Chair after consulting the AMIS countries and the AMIS Secretariat.

In such a case, the AMIS RRF Chair will:

- organize a meeting of the Forum or an international conference call as soon as possible;
- send the Forum participants a draft agenda of the meeting including the questions that will be discussed.

The previous Chair could call for RRF dialogue if the current Chair is unable to do so<sup>5</sup>

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<sup>1</sup> Adopted at the Second Session of the AMIS Rapid Response Forum, 20 February 2013. Amended in December 2015, based on agreements from the Fourth Session of the AMIS Rapid Response Forum.

<sup>2</sup> As agreed in the Terms of reference of AMIS.

<sup>3</sup> As agreed in the Rules of procedure (point 6).

<sup>4</sup> As agreed in the Rules of procedure (point 8).

<sup>5</sup> As contained in the *RRF and Abnormal Market Conditions – Ensuring an Effective Response* paper

In general, a standard agenda for meetings will be based on the following:

- update on market conditions by AMIS Secretariat;
- nature of the conditions that led to the calling of the RRF meeting;
- participating countries could then:
  - o share their views about the market situation and analysis;
  - o exchange on the measures that they plan to take at national and regional level;
  - o review the actions taken by member countries in response to the conclusion and recommendation of the previous meeting;
  - o discuss the measures that should be taken or not at national, regional and global levels.

The RRF meeting could also help participating countries to:

- review the progress of AMIS;
- maintain close contacts and information sharing between them;
- discuss and decide on modifications of the AMIS Terms of Reference and Rules of Procedure submitted by the Chair and the Secretariat.

### **3. Procedures of the meetings**

The RRF Protocol paper (*RRF and Abnormal Market Conditions – Ensuring an Effective Response*) as agreed by AMIS RRF participants at the Fourth Session of the RRF in London should be used as guidance to procedures and participant roles in relation to periods of ‘abnormal international market conditions’.

The participants are:

- the AMIS Chair;
- up to three representatives maximum for each participating country to AMIS (high-level representatives nominated by the countries);
- the AMIS Secretary;
- representatives of the international organizations of the Secretariat - the IOs forming the Secretariat will attend the meeting with the possibility to speak but without any right to break any consensus reached by the country representatives.

The observers are:

- the CFS Chair;
- other international organizations (one representative per IO), if needed and decided by the Secretary and the Chair after consultation with participating countries.

The participants and observers are not allowed to delegate their representation to other organizations and countries: the Secretary and the Chair will be responsible for ensuring that the representatives in the meeting correspond to the commitments made by countries and IOs.

The presence of more than half of the countries represented in AMIS is required at meetings of the Forum to establish a quorum. Recommendations will be made on the basis of consensus among AMIS participants.<sup>6</sup>

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<sup>6</sup> As agreed in the Rules of procedure (point 11).

#### **4. Outcomes of the meetings**

“The deliberations and recommendations of the meetings of the Forum are reflected in meeting reports, which are circulated to all participants in AMIS, complying with rules decided by the above-mentioned group.”<sup>7</sup>

A meeting report reflecting the main conclusions of the meeting will be drafted by the Chair with the help of the Secretariat. It should reflect in particular:

- initial market situation advice provided by the AMIS Secretariat and the views of participating countries;
- if consensual, the “recommendations” of the Forum;
- communication with the CFS and the public (see part 6 below).

If possible, the meeting report should be agreed at the end of the meeting.

#### **5. Communication**

Any communication regarding the Forum (decision to convene a meeting, outcomes of the meeting, eventual recommendations, etc.) has to be agreed by the participants. The Chair is responsible for this communication, with the help of the Secretariat if needed.

#### **6. Dialogue with the CFS**

The Chair of the CFS is a Permanent Observer in AMIS.<sup>8</sup>

The CFS Chair will report to the CFS Bureau after a meeting of the RRF. If the CFS Chair was not present at the RRF meeting, the AMIS Rapid Response Forum Chair or AMIS Secretary will report to the CFS Bureau meetings.

When appropriate, the AMIS Chair and/or Secretary could report to the CFS Plenary on the AMIS work and progress.

An *ad hoc* dialogue should be established between the AMIS RRF and the CFS Bureau and Advisory Group. The modalities of the dialogue should be agreed by both parties.

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<sup>7</sup> As agreed in the Rules of procedure (point 14).

<sup>8</sup> As agreed in the terms of reference.