





PROGRAMME FOR IMPROVED NUTRITION IN SINDH (PINS)

In close collaboration with the Accelerated Action Plan, Government of Sindh

Consultative Meeting for Review & Finalization of SBCC
Toolkit and PIM and Quarterly Progress Review Meeting
with RSPs

Karachi 15th August – 16th August 2018











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Developed By

M&E Team-PINS ER-3

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Acronyms

AAP Accelerated Action Plan

ACF/AAH Action Contre La Faim/Action Against Hunger

AFS Agriculture and Food Security
CDD Community-driven Development
CNO Community Nutrition Officer

COO Chief Operating Officer

CRP Community Resource Person
DPO District Programme Officer
DRM Detailed Results Matrix

ER Expected Results
EU European Union
FFS Farmer Field School
GOS Government of Sindh

KPIs Key Performance Indicators
M&E Monitoring and Evaluation

M&EF Monitoring and Evaluation (M&E) Framework

MIS Management Information System NRSP National Rural Support Programme

PINS Programme for Improved Nutrition in Sindh

PIM Programme Implementation Manual
PIU Programme Implementation Unit

PM Programme Manager

PMU Programme Management Unit

RSPN Rural Support Programmes Network

RSPs Rural Support Programmes
SDGs Sustainable Development Goals

SMT Social Mobilisation Team

SRSO Sindh Rural Support Organization

SUCCESS Sindh Union Council and Community Economic Strengthening Support

TRDP Thardeep Rural Development Programme

UC Union Council

UCBPRP Union Council Based Poverty Reduction Programme

WASH Water Sanitation & Hygiene

Overview

Government of Sindh (GoS) through its Planning and Development Department (PDD) is implementing a six-year multi-sectoral Sindh Accelerated Action Plan(AAP) for Reduction of Stunting and Malnutrition with the objective of reducing stunting rate from the existing 48 percent to 40 percent by 2021. The European Union (EU), under the EU Commission Action Plan on Nutrition 2014, is supporting GoS in addressing the issue of malnutrition. Therefore, EU Brussels Office has approved the four-year Programme for Improved Nutrition in Sindh (PINS) to be implemented in ten districts of Sindh starting from February 15, 2018.

RSPN is leading the PINS Nutrition sensitive component (Expected Result-3) with four partners: Action Against Hunger (ACF), National Rural Support Programme (NRSP), Sindh Rural Support Organisation (SRSO) and Thardeep Rural Development Programme (TRDP). This component includes nutrition sensitive interventions i.e. Water, Sanitation and Hygiene (WASH) and Agriculture & Food Security (AFS).

RSPN organized a 2-day consultative and progress review meeting of the programme at hotel Mehran, Karachi on 15th and 16 Aug, 2018. The objectives of the meeting were to;

- review, discuss and finalize the SBCC toolkit and PIM;
- review the quarterly progress of all three implementing partner RSPs;
- share and discuss the findings and recommendations of the M&E team; and
- give an overview of the M&E Framework of the programme and the key policies.

This document outlines the proceedings of the meeting. The agenda; list of participants; and definition of EU are annexed as Annexes A, B, and C respectively.

Proceedings

The Quarterly Progress Review meeting held on 15-16th Aug, 2018. The Review started with the recitation of verses from the Holy Quran by a participant. After recitation the participants introduced themselves. Mr. Muhammad Akbar Raza, the Programme Director – PINS ER-3 initiated and facilitated the round of introduction. He also thanked the RSPs staff and the representatives from ACF for ensuring their presence in the meeting.

Afterwards, Mr. Khaleel Tetlay, the COO of RSPN, formally welcomed the participants. He briefly highlighted the outcomes of the programme. Moreover, he explained the interlinkages of PINS and SUCCESS/UCBPRP programme. He referred to the GoS approach to effectively promote the structure and multi-dimensions of the social mobilization in Sindh province. Furthermore, he elaborated the notion and process of three tiered (CO, VO, and LSO) structure of Social Mobilization in the context of a rural area. He also defined community-led development; community-based development and community-driven development; and their impacts on the multi-dimensional sectors of the rural development. He underlined the need to work closely with the community institutions. As per agenda the first day of the review was reserved to hold consultation on SBCC toolkit and Programme implementation Manual whereas the other day was reserved to review the RSP wise Progress.

Finalization of SBCC Toolkit: Review, Discussion and Feedback

Mr. Bashir Anjum facilitated the session to review and finalize SBCC toolkit. He started off the session with a brief overview on the different sectors and departments of GoS AAP, and their linkages with PINS programme. He emphasized on developing effective coordination with the district

government for the smooth implementation. He also explained the expected impact of the programme on the marginalized communities in the intervention areas. He also explained how the social sector indicators on Social Protection, Health, Family Planning and Education, already part of AAP, can be improved through different RSPN projects in PINS intervened districts. He also led a discussion on the role and importance of social and behaviour change in reducing malnutrition.

Afterwards, he moderated a session on the SBCC toolkit, developed under PINS programme, for review, feedback and finalization. Initially, he explained the alignment of the outcomes of PINS with SBCC toolkit and the process of the SBCC toolkit development. Then, he presented each session of the SBCC toolkit and facilitated discussion on each card within the session. The meeting participants comprehensively reviewed each card in each session and provided their invaluable feedback which is given below.

Participant's Feedback on SBCC Toolkit

SBCC Toolkit Session	Feedback
Session II	 In card IV, the illustration of village should be conducive to local culture. In card VII, the numbers need to be in a sequence. In Chart IX, the picture number two and three should be corrected because the key messages are exchanged. In addition, sequence of pictures need to be shuffled.
Session III	 In Chart X and XI, the clean and secure water sources should be marked fully as Green and insecure water should be marked as Red. Moreover, the required message should be added in the guidelines of illustration related to the transportation of water such as the containers used should be clean and hygienic. In chart XIII, there should be a picture of a separate container storing water for drinking purposes in the illustration of rain water harvesting at household level. However, the instructions should clearly communicate that drinking water should be treated properly beforehand. Moreover, the ACF will provide recommendations on how to secure the harvested and stored rain water from Mosquitoes which will be a part of the guidelines.
Session IV	 In chart XVI, the picture of rice is missing in MDD-W which needs to be added. In the same chart, the image of meat will be replaced whereas image of butter in the picture will be added along with the dairy products.
Session V	 In chart XVII, the key message should be written clearly in the last picture. In charts XIX, XX, XXI and XXII, the picture of a baby boy should be replaced with a picture of a baby girl. In chart number XIX, the key message should be changed and wording in Urdu needs to be rewritten.

	 In chart XXIII, the schedule of vaccination for Rota virus should be added since EPI has added this vaccine in routine immunization schedule from April 2018. In chart XIX, the child being breastfed should be held in a comfortable posture to avoid showcasing a breastfeeding position that has the choking hazard. In chart XXI, the picture of meat needs to be changed.
Session VI	 In chart XXIV, the glass of milk and corn will be removed from the picture. In the picture of vegetables, only tomatoes, potatoes, onion and chillies will be added. In the picture of junk foods, images of cigarette/beeri will be added. In the picture of fruits, orange should be replaced with a picture of sugarcane pieces. In chart number XXIII and XXIV, the picture of bowl has to be removed. in chart XXIV, the picture of money needs to be added in all four pictures.

Review of Programme Implementation Manual(PIM)

Mr. Alee Kapri, the M&E Coordinator PINS ER-3, conducted the session on review of the Programme Implementation Manual (PIM). He proceeded the session with newly added part of communications' activities. Moreover, he discussed the annexures of the PIM in detail. The participants critically reviewed the PIM and its annexures (one by one) and provided their feedback.

After a detailed discussion on the PIM and its annexures, the following revisions were agreed upon:

- In Annex II, the field latrine constructed will be changed as access to latrine and main source of water will be changed as a type of drinking water.
- The Annex VIII should be also a part of Farmer Field School register. When an agriculture entrepreneur shares the report with RSPs, he/she will keep one copy for his/her own record.
- In Annex XIV, Mr. Khurram Shahzad suggested that the schemes should be disaster resilient as well as part of the guidelines.

Progress Review of NRSP

Mr. Nazar Joyo, Program Manager, NRSP, shared the quarterly progress of his respective RSP. The key highlights of the review of the quarterly progress of NRSP are as following:

- LSO formation in the Thatta district is yet to be initiated.
- In Matiari, Tando Allahyar, Tando Mohamad Khan, and Sujawal, 38 village organizations are yet to be formed.
- Mr. Bashir suggested formally engaging the SUCCESS program managers and be followed up in the issue of LSO formation.
- It was agreed the FFS also discussed that if the number of COs exceeds, a certain number of FFS will also be established.

- Mr. Bashir Anjum also mentioned that one FFS will be established in each VO. However the number of catchment households must be in the range of 150-250.
- Mr. Bashir Anjum said that MIS Officer should participate in all meetings. The RSP's MIS
 Assistants will have access to PINS MIS software alongwith CNOs, Agriculture Officers, WASH
 Officers and DPOs. M&E Assistants will validate the data of some of the beneficiaries before
 any training is conducted at districts.
- Female CRPs under SUCCESS programme who are not working actively should be dropped out and replaced.
- Some nominations are done by VOs but not endorsed by LSOs. It will be ensured all the process, as mentioned in PIM is followed properly.
- Masons and Plumbers can be selected from urban areas but with proper documentation and as per criteria mentioned in PIM.
- Meetings with government officials should be documented properly i.e. minutes will be available at concerned district offices.
- Once SBCC toolkit is finalized, CNOs will be trained.
- Final copy of PIM will be shared soon with the teams, However it will not be translated into Sindhi.
- Agriculture Entrepreneur's toolkit will be shared with RSPs and procurement will be made by RSPs accordingly.
- Slow social mobilization progress in Thatta will be discussed with SRSO management by RSPN and efforts will be taken to ensure a speedy process of VO and LSO formation.
- Field Engineers positions are still vacant due to frequent resigning of hired engineers. NRSP will send an email to RSPN regarding the change in selection criteria of the field engineers.
- VOs will arrange a piece of land for demonstration wherever the Agriculture Entrepreneurs don't own land. In PIM, the criteria of FFS w.r.t land ownership would be amended to as following:
 - -Agriculture Entrepreneur has at least half acer land or the concerned VO has arranged the required land.

Progress Review of SRSO

Mr. Nisar Ahmed, Program Manager SRSO, shared the quarterly progress of SRSO. The key highlights of the review of the quarterly progress of SRSO are as following:

- Mr. Nisar shared that due to census of 2016 and 2017, there is a variation in the Union Councils. Therefore, in some union councils, the district teams are clubbing different UCs as one union council.
- He shared that SRSO has implemented an initiative of nursery in their head office and they have planted Moringa.
- Mr. Bashir Anjum advised that the plants that are being planted under PINS and SUCCESS
 programmes should be reported separately and plantation should be done at Household
 level. In addition, the common places of community and the visibility of plantation campaign
 should reflect community participation instead of RSP programme staff.
- Moreover, Mr. Nisar shared the Government project "SIAPEP" running in PINS intervened districts. Mr. Bashir Anjum suggested that the RSPs programme managers should conduct meetings with the management of SIAPEP project. It should be aligned with PINS and SUCCESS areas.

- Furthermore, Mr. Nisar shared another project of agriculture extension department regarding tunnel farming. He said that 10 tunnel units for PINS districts have been approved.
 Mr. Bashir Anjum said that this idea is good, but that is not used for commercial purpose. It will be good if the vegetables will be sold in the community where labour is engaged from the VO areas.
- Moringa nursey will be established by agriculture entrepreneurs at VO level, and it will also
 include fruit plants and non-timber plants. Rao Ayoub will share the material regarding
 Moringa plantation and its nutritional value with Mr. Aamir and Rabia, who will then share it
 with Ms. Rabab. Leaflets and banners will be developed and shared in Sindhi translation. For
 LSOs, a large size poster will be developed.
- Any media content will be shared with communications officer at RSPN before publishing at any forum. Further, it will be reviewed and shared back to RSPs for publishing.
- Mr Nisar Pathan shared that they were facing difficulty in selection of poultry entrepreneurs as it is required for the entrepreneurs to have at-least 12 poultry birds. Hence, it was decided to change those criteria to at least five poultry birds.
- In response to the issue highlighted by RSPs, it was agreed to remove PSC 0-23 condition in the CLEW selection criteria.

Progress Review of TRDP

Mr. Ali Kallar shared the quarterly progress of TRDP. The key highlights of the review of the quarterly progress of NRSP are as following:

- Mr. Kallar shared that 18 LSOs are yet to be formed. The trainings of agriculture
 entrepreneurs have been started. They are conducting separate sessions for male and
 female agriculture entrepreneurs. It was suggested that the joint sessions should be
 conducted. However, if it is not possible, then at least two parallel sessions should be
 conducted because it will save the community's time and efforts.
- All RSPs will share the rollout plan of agriculture entrepreneurs' trainings, and in September, training target will be accomplished.
- By the end of August, WASH training will be organized. Training materials and agendas will be shared with RSP's on time.
- All RSPs will ensure that the programme affiliates data is computerized and there is no backlog.
- Monitoring officers will be proactive to ensure all selection process is monitored at district level and the process is in compliance to the PIM Guidelines.
- RSPN will ensure that PINS MIS is developed and operational in next quarter.

Discussion on M&E Findings and Recommendations

Mr. Alee Kapri, Coordinator M&E PINS ER-3, conducted the session on M&E findings and recommendations. The key highlights of the session are as following:

- The validation of the data should be presented in the progress review meeting.
- Record keeping of all the activities should be done properly at SMT, district ad PIU level.
- Adding his point to the discussion, Mr. Khaleel Tetlay, COO RSPN, sensitized the participants
 on the selection of human resource under PINS programme. He also mentioned that more

- efforts should be put during the selection of CRPs to ensure the set criteria is followed and high quality human resource is inducted.
- Mr. Alee also shared that VOs should be aware of selection process conducted at CO level.
- On the request of RSPs it was agreed that instead of weekly, now fortnightly reports will be shared by RSPs.
- RSPs will ensure timely submission of reports whereas RSPN will give their input on the issues and challenges sheet within a week of submission.
- PINS monitoring team will develop Quality Assurance checklists for various interventions and will share with the RSPs.

Overview of M&E Framework

Mr. Khurram Shahzad, M&E Specialist RSPN, conducted the session on the draft M&E Framework of the programme. He initiated the session with an initial discussion on to the programme's log frame. He shared the key policies of RSPN M&E and its mainstreaming in PINS. He emphasized on a sound understanding of the programme's log frame among the programme implementation team. Furthermore, he gave a brief overview of the overall M&E set up in RSPN and its functions.

Feedback and Discussion on Toolkit for Field Farmer Schools (FFS)

Mr. Rao Ayoub conducted the session on the FFS toolkit. In the session, he discussed the agricultural tools with the specifications which would be included in the FFS toolkit and their tentative budget. He also explained the seasonal calendar of the vegetables, agenda of agriculture entrepreneurs training, and the training process.

Closing Remarks

Mr. Akbar Raza concluded the meeting by reinforcing the discussed things asking the participants to religiously follow the agreed points and put their best to achieve the set targets.

Action Points

The key actions points discussed and agreed in the progress review meeting are given below.

- MIS Officer would participate in the coming meetings to update on MIS.
- M&E Assistants will validate the data of some of the beneficiaries before any training is conducted at districts.
- Female CRPs under SUCCESS programme who are not working actively may be dropped out and replaced under PINS.
- Programme Managers-PINS ER will closely coordinate with the SUCCESS program managers to ensure the issue of LSO formation is resolved on urgent basis.
- In each VO, one FFS will be established; however the number of catchment households can be between150-250.
- Masons and Plumbers can be selected from urban areas but with proper documentation and as per criteria mentioned in PIM.
- Meetings with government officials should be documented properly i.e. minutes should be available in hard at concerned district offices.
- Final copy of PIM will be shared soon with the teams; however it will not be translated into Sindhi.
- Agriculture Entrepreneur's toolkit will be shared by RSPN with RSPs and procurement will be made by RSPs accordingly.

- Slow social mobilization progress in Thatta will be discussed with SRSO management by RSPN and full efforts will be taken to ensure a speedy process of VO and LSO formation.
- Field Engineers positions are still vacant due to frequent resigning of hired engineers. NRSP will send an email to RSPN regarding the change in selection criteria of the field engineers.
- VOs will arrange a piece of land for demonstration wherever the Agriculture Entrepreneurs don't own land. In PIM, the criteria of FFS w.r.t land ownership would be amended to as following:
 - -Agriculture Entrepreneur has at least half acer land or the concerned VO has arranged the required land.
- Plants that are being planted under PINS and SUCCESS programmes should be reported separately and plantation should be done at Household level. In addition, the common places of community and the visibility of plantation campaign should reflect community participation instead of RSP programme staff.
- Programme managers should conduct meetings with the management of SIAPEP project and ensure it is aligned with PINS and SUCCESS intervention areas.
- Moringa nursey will be established by agriculture entrepreneurs at VO level, and it will also include fruit plants and non-timber plants. Rao Ayoub will share the IEC material regarding Moringa plantation and its nutritional value with Mr. Aamir and Rabia, who will then share it with Ms. Rabab. The IEC leaflets and banners will be developed and shared in Sindhi translation. For LSOs, a large size poster will be developed.
- Any media content will be shared with communications officer at RSPN before publishing it at any forum. Further, it will be reviewed and shared back by communications officer with RSPs for publication.
- Criteria regarding the poultry ownership for poultry entrepreneurs will be revised to at least five poultry birds instead of 10 birds.
- Keeping in view the response from field, it was agreed to remove PSC 0-23 condition in the CLEW selection criteria.
- All RSPs will share the rollout plan of agriculture entrepreneurs' trainings, and in September, training target will be accomplished.
- On Agri entrepreneurs trainings, it was resolved the maximum sessions will be joint instead of holding differently for men and women.
- All RSPs will ensure that the data of programme affiliates [CRPs, Agri. Entr., WASH Entre., and others] is computerized and there is no backlog.
- Monitoring officers will be proactive to ensure all selection process is monitored at district level and the process is in compliance to the PIM Guidelines.
- RSPN will ensure that PINS MIS is developed and operational by the end of next quarter.
- On the request of RSPs it was agreed that instead of weekly, now fortnightly reports will be shared by RSPs.
- RSPs will ensure timely submission of reports whereas RSPN will give their input on the issues and challenges sheet within a week of submission.
- PINS monitoring team will develop Quality Assurance checklists for various interventions and will share with the RSPs. Monitoring officers at district level will be oriented on these checklists, as well

Annex A: List of the participants

Sr#	Name	Designation	Department / Organization /RSP	Contact#
1	Khaleel Tatley	Chief Operating Officer	RSPN-HO	0301-8467906
2	Bashir Anjum	Specialist Social Sector	RSPN-HO	0333-4003811
3	Khuram Shahzad	M&E Specialist	RSPN -HO	0300-5201720
4	Arafat Majeed	PM SSS	NRSP-HO	03005936808
5	Rabia Rauf	Dep: Technical Coordinator	ACF-HO	0316-9773186
6	Rao Ayub Khan	Tech. Agri. Manager	ACF ER-3	0333-2974284
7	Ali Muhammad Kalar	Programme Manager	TRDP PINS ER-3	0333-2642053
8	Waryam Baloch	District Project Officer	TRDP PINS ER-3	0331-2284741
9	Gulsher Panhwar	District Project Officer	TRDP PINS ER-3	0334-2210902
10	Saira Memon	M&E Assistant	TRDP PINS ER-3	0336-3744605
11	Nisar Ahmed Pathan	Programme Manager	SRSO PINS ER-3	0345-1262959
12	Mazhar Ali Abro	District Project Officer	SRSO PINS ER-3	0332-2769579
13	Riaz Ahmed Bijarani	District Project Officer	SRSO PINS ER-3	0334-2146142
14	Parveen Mahar	District Project Officer	SRSO PINS ER-3	0302-3612744
15	Mahira Soomro	M&E Assistant	SRSO PINS ER-3	0332-0835644
16	Nazar Hussain Joyo	Programme Manager	NRSP PINS ER-3	0303-3335473
17	Ali Nawaz Lakho	District Project Officer	NRSP PINS ER-3	0333-2729285
18	Waseem Akhtar	District Project Officer	NRSP PINS ER-3	0333-2432673
19	Ghulam Murtaza	District Project Officer	NRSP PINS ER-3	0303-7773624
20	Sikandar Ali	District Project Officer	NRSP PINS ER-3	0303-7772131
21	Mehboob Jarwar	District Project Officer	NRSP PINS ER-3	03093685788
22	Ighmaz Qureshi	M&E Assistant	NRSP PINS ER-3	03334440466
23	Muhammad Akbar Raza	Programme Director	RSPN PINS ER-3	0300-5321193
24	Dr. Abdul Khalique	Govt. Tech. Liaison Officer	RSPN PINS ER-3	0300-2694987
25	Ghulam Sarwar Memon	Admin & Logistics Assistant	RSPN PINS ER-3	0300-3133017
26	Rabab Jafar	Communication Officer	RSPN PINS ER-3	0332-2126368
27	M R Kayani	WASH Specialist	RSPN PINS ER-3	0300-4145014
28	Mohan Thakur	WASH Engineer	RSPN PINS ER-3	0333-2977035

29	Shahana Ali	M&E Officer	RSPN PINS ER-3	0333-2884362
30	Alee Kapri	M&E Coordinator	RSPN PINS ER-3	0333-2511142
31	Zaheer Ahmed	Capacity Building Officer	RSPN PINS ER-3	0336-0121849
32	Aaliya	M&E Officer	RSPN PINS ER-3	03451277166

Annex B Meeting Agenda

Day One 15 August 2018

Time	Agenda Point	Responsibility
0900 - 0905	Recitation of Holy Quran	Participant
0905 - 0915	Welcome Note	Akbar Raza Sb
0915 - 0925	Introduction	Participatory
0925 - 1030	Review / Discussion / Feedback on SBCC Toolkit (WASH & AFS component) under PINS ER-3	
1030 - 1050	Tea Break	
1050 - 1300	Feedback / Finalization of SBCC Toolkit (WASH & AFS component) under PINS ER-3	
1300 - 1400	Lunch & Prayer Break	
1400 - 1700	Review / Discussion / Feedback and finalization of PIM PINS ER-3	Bashir Anjum, SSS RSPN

Day Two 16 August 2018

Time	Agenda Point	Responsibility	
0900 - 0905	Recitation of Holy Quran	Participant	
0905 - 0915	Welcome Note	PD PINS ER3	
0915 - 0925	Introduction	RSPN	
0925 - 1030	Quarterly Progress Review	RSPN / RSPs PMs	
1030 - 1050	Tea Break		
1050 - 1300	Quarterly Progress Review (Continue)	RSPN / RSPs	
1300 - 1400	Lunch & Prayer Break		
1400 - 1445	M&E monitoring Findings / Observations & Recommendation	M&E PINS ER3 Team	
1445	M&E amework	Khurram Shehzad, M&E Specialist RSPN	
		IVIAE SPECIALIST KSPIN	

Annex C

Definition of European Union: The European Union is a unique economic and political union between 28 European countries that together cover much of the continent. The EU was created in the aftermath of the Second World War. What began as a purely economic union has evolved into an organization spanning policy areas, from climate, environment and health to external relations and security, justice and migration.

The EU is based on the rule of law: everything it does is founded on treaties, voluntarily and democratically agreed by its member countries. The EU is also governed by the principle of representative democracy and has delivered more than half a century of peace, stability and prosperity, helped raise living standards and launched a single European currency: the euro. One of the EU's main goals is to promote human rights both internally and around the world. Human dignity, freedom, democracy, equality, the rule of law and respect for human rights: these are the core values of the EU.

Government of Sindh (GoS) through the Planning and Development Department (PDD) is implementing a six-year multi-sectoral Sindh Accelerated Action Plan for Reduction of Stunting and Malnutrition (AAP), with the objective of reducing stunting rate from the existing 48 percent to 40 percent by 2021.

The European Union (EU), under the EU Commission Action Plan on Nutrition 2014, is supporting GoS in addressing the issue of malnutrition. The EU has approved the Programme for Improved Nutrition in Sindh (PINS) to be implemented in ten districts of Sindh which include Shikarpur, Thatta, Kambar Shahdadkot, Larkana, Dadu, Jamshoro, Matiari, Sajawal, Tando Allahyar and Tando Muhammad Khan.

RSPN is leading the PINS Expected Results (ER) 3 component with four partners: Action Against Hunger, National Rural Support Programme (NRSP), Sindh Rural Support Organisation (SRSO) and Thardeep Rural Development Programme (TRDP). This component includes nutrition sensitive interventions i.e. Water Sanitation and Hygiene (WASH) and Agriculture & Food Security (AFS).





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