



Membership Charter

1. Mission and Objectives

The Pan African Network for economic Analysis of Policies (PANAP) operates as a network of African academic and research and institutions that collaborate, under the aegis of the African Union Commission (AUC) and European Union (EU) and with the Joint Research Centre (JRC) of the European Commission, in prioritizing and conducting research on economic analysis of policies concerning Africa's agri-food system and its sustainability. PANAP is one of the concrete activities in the Action Agenda of the Political Declaration of the 3rd AU-EU Agriculture Ministerial Conference held in Rome on 21st of June 2019 (EC Decision C(2019) 4277).

The aim of PANAP is to strengthen the capacity of African researchers and academics to evaluate policy effects and measures with special focus on rural areas and related farming-food sectors. An important objective of PANAP is to strengthen the liaison between researchers/scientists and policy makers in Africa, including relevant regional and continental African institutions e.g., the AUC and regional economic communities (RECs) and their relevant technical agencies such as the Forum for Agricultural Research in Africa (FARA) and Sub-regional agricultural research organizations. PANAP seeks to sustainably enhance food and nutrition security in alignment with the Malabo Declaration Commitment 3 on ending hunger in Africa by 2025 and SDG 1 (eradication of poverty) and 2 (ending hunger) by 2030.

More specifically, PANAP aims to:

- Provide African policy makers and scientific communities with independent, evidence-based scientific support as well as data/information, with an emphasis on the economic analysis of agri-food sectors and related policies.
- Support policy makers in designing new development policies and programmes and assessing their economic impacts using comprehensive quantitative methods.

- Serve as a platform for sharing knowledge, data, models/tools, coding and modelling skills, and simulation results among network members and creating a common knowledge base.
- Strengthen institutional capacity of the network countries in applying innovative tools/models for economic analysis of policies.
- Provide African research/academic partners with novel insights that improve policy, program, and service delivery.
- Support staff exchange among institutes of the network.
- Support the expansion of the PANAP activities in all African countries.
- Enhance the dissemination and visibility of the network's activities through common publications (papers, reports), common session and side events at key agriculture, economic and international conferences.

The work carried out by **PANAP shall be policy-driven** and it shall serve the interests of relevant policy makers either at country or at multi-lateral level in Africa or both.

PANAP was launched on 6th November 2019 in Addis Ababa, Ethiopia at a meeting that brought together key stakeholders, researchers, data analysts and policy makers, from national, regional, and international institutions. At this meeting, the stakeholders discussed the priorities, membership, and governance of PANAP.

2. Priority Topics

PANAP covers research in the fields of agriculture and food security in Africa to empower relevant African institutions in the domain of **Economic Analysis of Agricultural and Food Security related Policies** in line with the African Union Commission and European Commission policy agenda.

Specifically, the emphasis of PANAP is on the **impact analysis** of agri-food policies, including inputs subsidy (fertilizers and seeds), production subsidy, market price support, cash transfers, public-good investments (irrigation, roads, capital), public expenditure (rural education, rural health), fiscal policies, international trade policies among others, using micro and economy-wide economic models. Rigorous and independent quantitative analysis of potential effects (benefits and drawbacks) of agri-food policies, before and after their implementation, contributes to identify the most relevant policies, and ultimately to improve sustainable development at the micro, sectorial, macro, and global levels. The objective of PANAP is also to help identify the most relevant policies to foster the transition towards sustainable food systems. This is particularly relevant in the context of Africa where economic, social, demographic (including economically driven migrations), environmental and climate change pressures have been increasing steadily and are likely to intensify.

PANAP builds on the experiences of Policy Impact Analysis by the JRC in coordination with DG INTPA and EU Delegations in Cote d'Ivoire, Ethiopia, Kenya, Niger, Senegal, Sierra Leone, and Tanzania. In these countries, JRC is intensively engaged in sharing knowledge with researchers, statistics producers, and analysts in public institutions around policy impact analysis as applied to agriculture and food sectors. South-south exchanges and cross-fertilization with existing initiatives is one of the strategies deployed by PANAP to achieve its objectives. PANAP will also be engaged in supporting the collaboration between European and African research institutions.

In the framework of impact analysis of policies, priority topics for the network, such as agri-food policies, food security, investment, transition toward sustainable food systems and trade policies, and gender issues including youth issues are addressed using quantitative methods and modelling. The priorities are context dependent and in line with PANAP'S underpinning on rigor and objective evidence, the priorities shall be established through an agreed priority setting process. Nevertheless, the stakeholders at the launch of PANAP listed the following among the priority topics.

- Agricultural and food policies
- Food and nutrition security
- Food systems sustainability
- Adopting innovative technologies and farming practices
- Climate change and adaptation
- Structural features of agriculture
- Trade and growth
- Servicing farmers: finances and extension
- Agricultural transformation
- Agricultural financing
- Migration
- Jobs creation (with particular attention to gender balance)
- Sustainable Development Goals (SDGs)

3. Membership

PANAP membership comprises three main categories, namely (a) ordinary members; (b) external investors and backstopping members; and (c) honorary members.

Ordinary members. These are African research and academic organizations that demand and use PANAP's analytical work, namely economic policy analysis with focus on policy impact analysis, on agriculture and food security. These include policy-making bodies at continental e.g., AUC and NEPAD, regional, e.g., RECs and national level e.g., relevant ministerial departments and agencies. This category also includes the relevant technical agencies of these bodies e.g., FARA and the sub-regional organisations (SROs), and the apex body for agricultural economists.

External investors and backstopping members. These include grant making institutions and agencies that contribute financially to the work of PANAP (e.g., DG-INTPA and DG-AGRI). They also include institutions that provide technical capacity development support to the ordinary members notably JRC.

Honorary members. These are individual nominated by the steering committee based on their potential contribution to the network.

The research and academic institutions that JRC has been cooperating with since 2013 are automatically ordinary members, i.e., "Starter Ordinary Members of PANAP".

3.1 Procedure for becoming a Member of PANAP

- A. Eligible organizations/institutions may apply for membership of PANAP by filling and submitting a membership application form at the PANAP secretariat.

Eligibility Criteria

- *A legal Entity*
 - *Agree to pay the minimum contribution fee if and as decided by the inaugural Steering Committee*
 - *Willing to share resources (financial, infrastructure, human, network etc)*
 - *Application approved by PANAP Steering Committee*
- B. The Steering Committee shall consider the application and accept or decline it. The applicants will be notified electronically.
- C. All organizations whose applications are accepted might be required to pay a membership fee (including in kind) in accordance with a fee structure approved by the Steering Committee.
- D. Nominations of honorary members shall be submitted to the steering committee for consideration and shortlisting.

3.2 Membership of PANAP is Open to:

- ❖ Academic Institutions, including Universities
- ❖ Research Institutions
- ❖ Governments, International and Regional Organisations
- ❖ Non-Profit Research Organisations and CSOs
- ❖ Public Funding Agencies
- ❖ Private sector organisations
- ❖ Youth and Women organisations
- ❖ Individuas

3.3 Responsibilities of Members:

4. Upholds PANAP's mission and objectives
5. Attend required PANAP Meeting
6. Pay up membership fees (***as determined by SC***)
7. Maintain confidentiality and handle Network sensitive information discretely.
8. Seek amicable solution to conflicts
9. Provide feedback and suggestions
10. Communicate effectively with other members
11. Attend conferences, workshops and training sessions
12. Willing to represent the Network
13. Willing to serve on committees and working groups
14. Willing to mentor new members
15. Willing to collaborate with and host other members to undertake common activities of interest
16. Willing to participate in resource mobilization activities of the Network.

3.4 Benefits Derived by Members

- ❖ Networking opportunities with experts and policy makers
- ❖ Enhanced access to information on current and expected AU-EU Calls and policies.
- ❖ Access to exclusive research and publications.
- ❖ Professional development of staff through training opportunities
- ❖ Knowledge exchange with other researchers, jointly exploring resource opportunities
- ❖ Opportunity to influence policy decisions across the continent.
- ❖ Priority access to grants and funding opportunities.
- ❖ Career advancement opportunities for staff.
- ❖ Enhanced institutional reputation.
- ❖ Recognition as a trusted source of information

3.5 Conflict Resolution among Members

All disputes arising out of or in connection with this Charter which cannot be solved amicably shall be finally settled by Alternative Dispute Resolution (ADR).

3.6 Exiting the Network

2 Procedures

1. Organisations may withdraw from the Network by submitting a letter of withdrawal signed by the head of the organisation.
2. A majority of the GA (2/3) can decide to withdraw the membership of an organisation in situations of non-compliance of membership obligations.

4. Governance

PANAP shall be governed by a **Steering Committee as the highest decision-making body of the Network and** shall be supported by a Secretariat. The Steering Committee shall serve for a term of two years. The inaugural steering committee shall be co-led by representatives of the AU and EU Commissions, that is, a representative of the AUC's Department of Rural Economy and Agriculture (DREA) and a representative of the JRC who shall serve for the first two years of the Committee. The composition of the Committee's leadership in subsequent terms shall be decided by the inaugural steering committee.

4.1 Composition of the Steering Committee

The composition of the Steering Committee shall be as follows: The Final composition of the Steering Committee shall be determined at the inaugural steering committee meeting of the Network.

- One (1) representative of AUC-ARBE, Co-chairperson
- One (1) representative of JRC, Co-chairperson

- Three (3) representatives of ordinary member institutions, equitably spread across geography. Gender considerations are encouraged.
- Two (2) representatives of the organizations performing Secretariat roles (FARA and JRC-Saville)

4.2 Functions of the Steering Committee

The Steering Committee shall serve as the highest decision-making body of the Network and shall oversee the affairs of the network. In this regard, it performs the following functions:

- a. Provide overall guidance regarding the strategic orientation of the network (including priorities) and its programme
- b. Review and approve the network's strategies, business plans, work plans and budgets; and monitor and guide their implementation
- c. Approve the terms of reference of the network and the regulations governing the functioning of Secretariat.
- d. Appoint committees and panels as and when necessary
- e. Consider and accept or reject applications for membership
- f. Appoint new members of the Steering Committee (the steering committee will be self-regenerating)
- g. Foster collaboration among network members
- h. Address obstacles to the Network's successful delivery, adoption, and use
- i. Provide guidance to maintain the focus of the Network on the agreed scope, outcomes, and benefits
- j. Monitor and manage the factors outside the Network's control that are critical to its success
- k. Discuss fund raising and resource management
- l. Review and approve work-plan and budget of the network

4.3 Meetings of the Steering Committee

The steering committee shall sit quarterly. The meeting(s) shall be devoted to reviewing the progress made in the preceding year and to planning for the following year. The meeting shall further be used to discuss and approve membership applications by prospective members.

The Steering Committee shall establish and adopt rules and regulations for the conduct of its meetings. The meeting(s) may be physical or virtual.

4.4 Tenure of Steering Committee Members

Members of the Steering Committee that are not ex-officio shall hold office for two years. However, to ensure continuity and preserve institutional memory, 50% of non-ex-officio members of the inaugural Steering Committee shall serve for three years.

5. Management of the PANAP Network (The PANAP Secretariat)

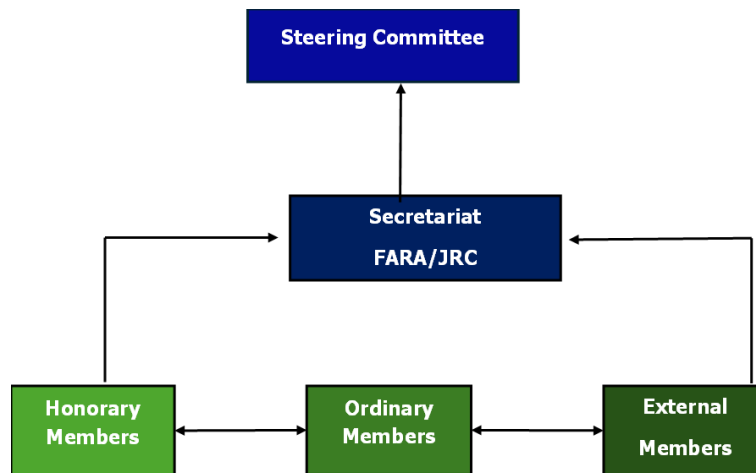
To streamline its management functions, PANAP shall have a Secretariat, which will however be lean. The Secretariat functions will be jointly performed by JRC and FARA. These functions include:

- Coordinating the preparation, implementation, and monitoring of the network's work programme.
- Coordinating actions aimed at harnessing synergy and strengthening the coherence of the work performed by the ordinary members, e.g., sharing of knowledge, ideas, and data, facilitate mobility of competencies, hosting the network's website and coordinating multi-country syntheses.
- Organizing Steering Committee meetings.
- Coordinating the implementation of Steering Committee decisions.
- Providing additional administrative support to the Steering Committee including management of membership applications, the register, and fees; develop draft rules and procedures for the functioning of the network.
- Organizing network-wide technical meetings and advocacy meetings to disseminate the network's results and influence policies
- Supporting the mobilization of resources for the network's activities
- Commissioning network-wide studies
- Expanding the network to include all in countries in Africa
- Communicating the achievements of PANAP and enhancing the network's visibility

6. General Meeting of the PANAP Members

The general meeting of members shall be a technical forum and not a governance body. It will be an annual meeting where PANAP members shall meet to discuss achievements and research developments, and to share skills on models and tools developed by the PANAP members. Each year the Steering Committee will identify one or more research topic(s) that shall form the theme of the general meeting, in line with the policy analysis needs and in consultation with network representatives.

The Steering Committee will decide date and the location of the General Meeting and will communicate to Network members four (4) months before the meeting dates.



7. Sub-Group Meetings

Groups of network members may convene meetings to address topics that require their collective attention. These so-called Sub-group meetings will be organized at locations and on dates that will be agreed upon by the subgroup members.

8. Collaboration among Members

PANAP shall foster collaboration among its members. The forms of collaboration shall include:

- Exchange of researchers and senior management staff.
- Exchange of data and knowledge products.
- Regular organization of events, e.g., roundtables, workshops, scientific seminars, sub-group meetings.
- Joint research projects (their preparation, implementation, and monitoring).
- Joint publications.

JRC and FARA staff will facilitate research and capacity development of ordinary members in the following: data collection and processing, development and maintenance of state-of-the-art economic simulation models, and statistical data analysis to perform ex-ante and ex-post policy assessment in support of the policy making process.

Ordinary members will pro-actively share their findings, contribute to PANAP sub-group and annual general meetings and deliverables, discuss new topics for analysis, and contribute to relevant impact assessments in cooperation with JRC.

Ordinary members will actively engage in supporting the exchange and knowledge sharing among members, disseminate the networks results, and conduct advocacy for their use; recommend the network to potential members and enhance the network's visibility in relevant African fora.

9. Deliverables

The network will generate the following deliverables:

- Improved capacity by the relevant African institutions to carry out ex-ante and ex-post impact analysis of agri-food policies
- New tools for ex-ante impact analysis of agri-food policies
- Policy recommendations based on simulation modelling and associated tools developed and used by PANAP members
- Publications on the research conducted by network members
- Proceedings of annual general meeting of members
- Technical reports and proceedings of sub-group meetings. These reports will be collated into a biennial PANAP publication series
- Policy papers and research briefs. This guidance note could be distributed at the Ministerial Conference. It should be written for decision-makers to highlight key results and practical solutions. The aim is to facilitate the appropriation of research results.

PANAP achievements will be reported to the AU-EU Agriculture Ministerial Conference. The next conference will take place in 2023.

10. Term

This Terms of Reference will be valid until amended by the Steering Committee.

11. Amendment, Modification or Variation

This Terms of Reference may be amended, varied, or modified after the changes are endorsed by the Steering Committee.