



THE SECRETARY-GENERAL

WFP  
OCHA

6 May 2008

Dear Ms. Sheeran,

As you know, I am extremely concerned by the potential seriousness of the consequences of the rise in food prices, and have determined that there should be an integrated and comprehensive international response. That is why I have decided to set up a high-level task force to ensure that all the key United Nations and Bretton Woods institutions work together as closely as possible.

As I envision it, the High-Level Task Force will advise me on the most appropriate responses to current food challenges and discuss, endorse and help implement a Comprehensive Framework for Action that includes a range of both immediate and longer-term strategies and activities. The Task Force will be comprised of the principals of relevant United Nations and Bretton Woods Institutions. I have asked Under-Secretary-General John Holmes to coordinate the day-to-day work of the Task Force. As appropriate and as needed, I would also like to invite other relevant Secretariat departments, organizations and external experts to Task Force meetings to discuss specific thematic issues. I attach, for your information, draft terms of reference that provide additional details on the Task Force's principal objectives, functions and procedures.

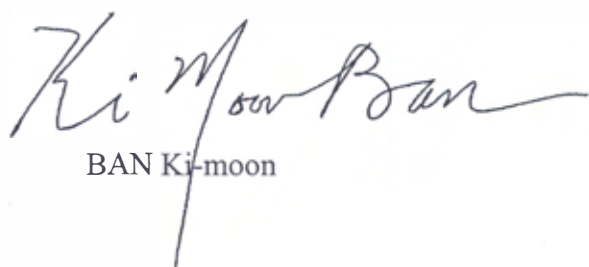
Your knowledge and expertise will be critical to gaining a common understanding of these challenges and identifying the key policies and activities required to address them effectively. I would like to invite you to participate in this High-Level Task Force on the Global Food Crisis, which I intend to convene on 12 May 2008 at 10 a.m. New York time. My office will communicate with you separately on the arrangements for the meeting.

Ms. Josette Sheeran  
Executive Director  
World Food Programme  
Rome

28-05065

I look forward to your personal participation in this first meeting of the Task Force, at which we will decide on the elements of a prioritized programme of work, with a view to presenting a comprehensive, coherent and mutually reinforcing strategy at the High-Level Conference on World Food Security in Rome from 3 to 5 June 2008.

Yours sincerely,

A handwritten signature in dark ink, reading "Ki Moon Ban". The signature is fluid and cursive, with the first name "Ki" and last name "Ban" being more prominent than the middle name "Moon".

BAN Ki-moon

## **High-Level Task Force on the Global Food Crisis**

### **TERMS OF REFERENCE**

#### **I. Background**

1. On 28 April, 2008, the United Nations Secretary-General established a Task Force on the Global Food Crisis under his chairmanship and composed of the heads of the United Nations specialized agencies, funds and programmes, Bretton Woods institutions and relevant parts of the UN Secretariat. The primary aim of the Task Force is to promote a unified response to the global food price challenge, including by facilitating the creation of a prioritized plan of action and coordinating its implementation. The Secretary-General appointed UN Under-Secretary-General John Holmes as Task Force Coordinator and Assistant Secretary-General David Nabarro as Deputy Coordinator.

#### **II. Key objectives and functions**

2. The objective of the High-Level Task Force is to ensure comprehensive and coordinated understanding and action in responding to both immediate and longer-term food challenges.

The principal functions of the High-Level Task Force will include:

- Advising the Secretary-General on the appropriate responses to the global food challenges;
- Discussing and endorsing a coherent and coordinated overall Comprehensive Framework for Action, including a range of strategies for immediate and longer-term action;
- Developing broad consensus, including with governments and key external actors, on the Framework and the proposed way forward;
- Ensuring the coordinated implementation of the Framework and its related activities;
- Promoting coherent and coordinated messaging and information sharing.

3. In order to facilitate the work of the High-Level Task Force, the Task Force Coordinator will chair a Senior Steering Group. The Senior Steering Group will provide the Task Force with substantive analysis and advice and prepare the Comprehensive Framework for Action and related documents. The Task Force Coordinator will also form a small Secretariat that will provide logistical support to both the Task Force and the Steering Group.

#### **III. Meetings and reporting**

4. The High-Level Task Force will meet on an ad-hoc basis, as required. The first meeting will take place in mid-May. The Secretary-General will endeavor to actively communicate the work of the Task Force to all stakeholders, in particular Member States, through a number of high-level events, bilateral consultations as well as the creation of a public web site.

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**Note to Mr. Nambiar**



Please find attached letters of invitation to the High-Level Task Force on the Global Food Crisis to be sent to the Principals of the following institutions and agencies.

World Food Programme (WFP)  
Food and Agriculture Organization (FAO)  
International Fund for Agricultural Development (IFAD)  
United Nations Environmental Programme (UNEP)  
World Bank  
World Trade Organization (WTO)  
United Nations Development Programme (UNDP)  
United Nations Children's Fund (UNICEF)  
World Health Organization (WHO)  
Office for the United Nations High Commissioner for Refugees (UNHCR)  
International Monetary Fund (IMF)  
United Nations Conference on Trade and Development (UNCTAD)

Department of Political Affairs (DPA)  
Department of Peacekeeping Operations (DPKO)  
Department of Economic and Social Affairs (DESA)

Many thanks

John Holmes  
6 May 2008