

## Meeting minutes: NNR 2022 Committee Meeting September 11-12, 2019

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<b>Leader of the meeting</b>	Rune Blomhoff
<b>Date</b>	11-12/9-2019
<b>Secretary</b>	Ane Sørлие Kværner
<b>Attending</b>	<ul style="list-style-type: none"><li>• Rune Blomhoff, University of Oslo, Oslo, Norway</li><li>• Jacob Juel Christensen, University of Oslo, Oslo, Norway</li><li>• Helle Margrete Meltzer, Norwegian Institute of Public Health, Oslo, Norway</li><li>• Hanna Eneroth, The National Food Agency Uppsala, Sweden</li><li>• Eva Warensjö Lemming, The National Food Agency, Uppsala, Sweden</li><li>• Ellen Trolle, Technical University Denmark, Kgs. Lyngby, Denmark</li><li>• Rikke Andersen, Technical University Denmark, Kgs. Lyngby, Denmark</li><li>• Inga Þórsdóttir, University of Iceland, Reykjavík, Iceland</li><li>• Ursula Schwab, University of Eastern Finland, Kuopio, Finland</li><li>• Maijaliisa Erkkola, University of Helsinki, Helsinki, Finland</li><li>• Tagli Pitsi, National Institute for Health Development, Tallinn, Estonia</li><li>• Lāsma Piķele, The Ministry of Health of the Republic of Latvia, Rīga, Latvia</li><li>• Erik Arnesen, The Norwegian Directorate of Health, Oslo, Norway</li><li>• Ane Sørлие Kværner, The Norwegian Directorate of Health, Oslo, Norway</li></ul>
<b>Not attending</b>	<ul style="list-style-type: none"><li>• Þórhallur Ingi Þórhallsson, University of Iceland, Reykjavík, Iceland</li></ul>

### Agenda

1. The official website of NNR2022
2. Conflict of interest forms
3. Scientific Advisory Group
4. Chapters 2 and 3, handbook on systematic reviews
5. Discussion of initial scoping reviews
6. Plan for work progress until next meeting

### **1. The official website of NNR2022**

The official website of NNR2022 was presented and discussed. Particular attention was given to the Questback forms developed and how they could be improved. The committee members were encouraged to submit all comments they may have on the website and the Questback forms to the committee leader after the meeting. They were also encouraged to distribute the website and calls to all relevant stakeholders. It is important to ensure that all relevant persons are informed about the updating process and how they could get engaged. The NNR website will be updated regularly as the project goes along.

### **2. Declaration of interest forms**

The declaration of interest form was reviewed to ensure that all NNR2022 Committee members fill out the forms in a similar manner. The Steering committee will review and approve all submitted forms. All declaration of interest statements will be publicly available.

### **3. Scientific Advisory Group**

The members of Scientific Advisory Group were presented. Several experts have already accepted the invitation to participate. There is a need to expand the group to also include experts on sustainability. The committee was encouraged to submit suggestions for candidates. Candidate members will be invited to the Scientific Advisory Group during fall. The aim is to complete all Scientific Advisory Group members by the November 2019.

### **4. The chapters on Principles and Systematic reviews, and the handbook on systematic reviews**

The second drafts of Chapters 2 and 3, as well as the handbook on systematic reviews were discussed in detail. The NNR2022 Committee was encouraged to submit all comments on the manuscripts to the committee leader before September 26, 2019. The revised manuscripts will be sent to the Scientific Advisory Group for feedback/peer review. After a final discussion in the NNR 2022 committee, the manuscripts will be submitted to a scientific journal for publication.

There will also be developed a handbook on how to conduct scoping reviews as part of the NNR project.

### **5. Discussion of initial scoping reviews**

A crucial first step in the NNR project is to conduct initial scoping reviews in order to determine what topics to prioritize for SRs. A main goal of the committee meeting was to agree on the methodology for how to conduct these initial scoping reviews. The first drafts of the scoping reviews were also reviewed and discussed. This included vitamin D, meat, iodine, copper, protein, sodium, potassium, fat and fatty acids, biotin, pantothenic acid, calcium, thiamin, riboflavin, niacin, vitamin B6, breastfeeding, manganese and use of NNR.

### **6. Plan for work progress until next meeting**

Next meeting will be held in Oslo at November 5<sup>th</sup>-6<sup>th</sup>.