



**INTERNATIONAL
COFFEE
ORGANIZATION**

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**Decisions and Resolutions adopted
at the 137th Session of the
International Coffee Council**

19 March 2024

Opening Session.....	2
Item 1: Draft Agenda	2
Item 2: Votes.....	2
Item 3: Report on the work of the ICO and market situation.....	3
Item 4: Membership of the International Coffee Agreement (ICA) 2022.....	5
Item 5: Working Group for the Entry into Force of the ICA 2022 (WGEF)	8
Item 6: Sustainability and partnerships	9
Item 7: Financial and administrative matters.....	14
Item 8: World Coffee Conference	21
Item 9: Office holders and committees.....	22
Item 10: Credentials	23
Item 11: Future meetings.....	23
Item 12: Other business.....	24
Item 13: Closing session.....	24

Opening Session

1. Dr Enselme Gouthon of Togo chaired the 137th Session of the International Coffee Council held online on 19 March 2024.
2. The Chair of the Council opened the meeting by welcoming and thanking all Members and observers for attending. He also thanked the Executive Director and the Secretariat for their dedication and assistance.
3. Following the Chair's opening speech, the Executive Director of the International Coffee Organization (ICO), Dr Vanusia Nogueira, delivered her opening remarks.
4. The Head of Operations informed the Council that, in compliance with paragraph 4 of Article 11 of the 2007 Agreement, the quorum for holding the 137th Session of the International Coffee Council had been reached.

Item 1: Draft Agenda

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| 5. The Council adopted the draft Agenda contained in document ICC-137-0 Rev. 1 . |
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Item 2: Votes

Item 2.1: Redistribution of votes for coffee year 2023/24

6. The Head of Operations reported on document [ICC-137-1 Rev. 1](#) and tables 1-4 contained therein, showing the redistribution of votes for coffee year 2023/24 as of 18 March 2024, which had been calculated on the basis of the initial distribution of votes as per document [ICC-136-2 Rev. 1](#) and in accordance with Articles 12 and 21 of the International Coffee Agreement (ICA) 2007. Only Members of the ICA 2007 who had paid their contributions in full for coffee year 2022/23 were eligible to vote during the Council.

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| 7. The Council approved document ICC-137-1 Rev. 1 on the redistribution of votes for coffee year 2023/24. |
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Item 3: Report on the work of the ICO and market situation

8. The Executive Director informed Members that, since the beginning of the coffee year, all the mandatory activities of the Organization regarding statistics and economics, the organization of sessions of the Council and other ICO meetings, as well as advocacy and promotion, had been completed. Among them, specific mention was made of actions taken regarding the publication of the next Coffee Development Report on the circular economy, as well as activities carried out for the preparation of the International Coffee Day 2024 campaign, the focus of which would be collaboration.

9. Among the interim results for coffee year 2023/24, the Executive Director stressed increased collaboration with ICO Members – including with reference to the membership of the ICA 2022 and the stronger relationship between the current Chair and Vice-Chair of the Council and their predecessors – as well as renewed engagement with other international organizations and commodity boards. In this sense, she expressed her gratitude to the International Grains Council and the International Sugar Organization for their support in identifying new premises for the ICO in the city of London, as well as to the International Cocoa Organization, with which the Secretariat had been working to determine joint solutions to common challenges facing the cocoa and coffee sectors. She also informed Members about the first meeting of the Focus Group on Specialty Coffee and the agreed need to focus on practical solutions for that segment of the value chain. Additionally, she reported on the efforts undertaken to grant the ICO observer status at the United Nations General Assembly (UNGA) and Economic and Social Council (UN ECOSOC), as well as to achieve the United Nations' official recognition of International Coffee Day, highlighting the positive impact this would have on the promotion of coffee and thanking the Government of Brazil for its institutional support with these processes. Lastly, she shared details on the outreach of the International Coffee Day 2023 campaign, jointly launched with the International Labour Organization to promote safer and healthier working conditions for coffee workers globally.

10. The Executive Director continued to report on the official missions and events she had attended since the 136th Session of the Council, stressing the importance of engaging with Members and coffee stakeholders worldwide. Among the topics discussed with relevant counterparts during her trips, special mention was made of compliance with the regulatory framework, sustainability and cooperation, which were also central themes of the Memoranda of Understanding and Joint Declaration signed by the ICO at strategic events such as COP28, held in Dubai in December 2023, and “Grüne Woche”, organized by

the German Federal Ministry for Economic Cooperation and Development in Berlin in January 2024.

11. Within her report on the market situation and coffee trends, the Executive Director stressed the notable increase in exports compared to: (i) the previous year; and (ii) the average of 2019–2023 in general. She took the opportunity to encourage Members to promptly submit their data to the Secretariat’s Statistics Division in order to increase data accuracy and quality.

12. Lastly, the Executive Director shared a list of next steps to be implemented in partnership with Members, namely: (i) a workshop on the EU Regulation on deforestation-free products (EUDR), to be held together with the European Commission following the publication of guidelines on the topic; (ii) a seminar on world coffee consumption; (iii) a meeting of the Focus Group on Specialty Coffee with the participation of the heads of Member countries’ specialty coffee associations; (iv) a meeting among the Executive Directors/Secretary-Generals of all commodity boards (for which the ICO premises has been offered as potential venue); (v) the International Coffee Day 2024 campaign on collaboration (to also include the theme of cooperatives, in line with the decision to proclaim 2025 as the UN International Year of Cooperatives); and (vi) the conduct of debates on the Convention on biodiversity and Nagoya protocol on genetic resources.

13. The delegates of Honduras and the European Union praised the Executive Director for the work carried out on behalf of the Organization, stressing that the positive outcomes of the activities implemented by the Secretariat deserved Members’ recognition.

14. The delegate of Brazil congratulated the Executive Director on the report presented and provided further details on the work being carried out by the Brazilian Government regarding: (i) the acknowledgement of International Coffee Day by the United Nations – a way to ensure the involvement of all UN Agencies and increase the sector’s visibility while promoting consumption and better conditions for coffee farmers, among others; and (ii) the recognition of the Organization as an observer at the UNGA. In this regard, he reported that the Brazilian delegation to the United Nations in New York would reach out to Member representations to further discuss the two initiatives.

15. The delegate of Honduras reiterated his government’s willingness to support the Brazilian delegation in its endeavour to achieve the intended results within the UN system.

16. The delegate of El Salvador thanked the Executive Director for her presentation, acknowledging the actions taken to strengthen the coffee sector and stressing that this was also the priority of the Salvadoran Coffee Institute at the national level. She welcomed activities regarding the EUDR and the Focus Group on Specialty Coffee and expressed the Salvadoran Government's support for the initiatives mentioned by the Brazilian delegation.

17. The delegate of Colombia congratulated the Executive Director on her proactiveness and the results achieved, while reiterating his country's support for her work.

18. The delegate of the Philippines thanked the Executive Director for her report and acknowledged the extensive work carried out, praising the Organization's greater involvement with women and their empowerment within the sector.

19. The Council noted the report presented by the Executive Director.

Item 4: Membership of the International Coffee Agreement (ICA) 2022

20. The Executive Director reported on the status of membership of the ICA 2022, informing Members that since the last update shared, the Kingdom of Saudi Arabia had signed the Agreement in February 2024. The list of Members who had already signed the 2022 Agreement, as well as those who had already completed the procedures for membership, were shared on screen.

21. She noted that the Secretariat had asked Members to share updates on the status of their membership procedures and thanked Brazil for sending a communication with detailed information in this sense. Lastly, she informed Members that she would schedule bilateral meetings with all delegations to further discuss the question of membership of the ICA 2022 and possible ways to speed up the process, as well as the entry into force of the Agreement.

22. The delegate of Brazil provided detailed information on the extensive procedures necessary for the approval of international treaties in his country, noting that the consideration and endorsement of the ICA 2022 by the different commissions and chambers within the Brazilian parliament were moving forward at a faster pace than expected.

23. The delegate of Honduras informed Members that his government and all relevant national bodies fully endorsed the ICA 2022 and were therefore committed to signing and ratifying it as soon as possible. With reference to the report of the Executive Director, he expressed his support for the proposal to visit Members with diplomatic representations in London, as put forward by Mr Massimiliano Fabian at an informal meeting with the Executive Director and former Chairs and Vice-Chairs of the Council held a few days before its 137th Session.

24. The delegate of Indonesia praised Switzerland, Japan and Nicaragua for having completed the procedures for membership of the ICA 2022 and informed Members that, following national elections, his government would need slightly longer than expected to ratify the Agreement. Nonetheless, he stressed the importance of working together to implement the ICA 2022.

25. The delegate of Colombia noted that his government was taking steps to ratify the ICA 2022 and expressed his hope that the Colombian Congress would soon finalize the procedure.

26. The delegate of the European Union echoed the statement of the Indonesian delegation, congratulating countries which had managed to complete their membership procedures. He noted that, despite not being able to foresee a date for the EU's signature and ratification of the ICA 2022, actions to complete the procedures were moving forward.

27. The delegate of Switzerland thanked Members for the information shared and stressed the importance of finalizing procedures in order to start working on the basis of the new Agreement as soon as possible.

28. The delegate of Japan noted that the entry into force of the ICA 2022 would accelerate the activities of the Organization and strengthen public-private collaboration, while also reiterating his country's commitment to contribute to a more sustainable coffee sector. He also encouraged fellow Members to conclude their membership procedures.

29. The Chair thanked Members for sharing updates, acknowledging the complexity of internal processes and, at the same time, the need to provide the Secretariat with the means to implement a good agreement such as the ICA 2022.

30. The Council noted the report of the Executive Director.

Item 4.1: Status of non-member countries that have signed the ICA 2022

31. The Chair of the Council introduced document [WP-Council 344/24](#) and expressed his satisfaction that countries which were not currently Members of the Organization were joining it under the ICA 2022.

32. The delegate of Brazil echoed the Chair's intervention and extended his greetings to new countries willing to join the ICO under the ICA 2022. He also congratulated the Executive Director and the Secretariat for the efforts made to increase the Organization's visibility and expand its network. With reference to document [WP-Council 344/24](#), he acknowledged the importance of the initiative as it intended to regulate the participation of non-member countries during the transitional period prior to the entry into force of the ICA 2022. Nonetheless, he noted that the ICA 2007 only foresaw two categories for participation, namely Members and observers, and that the proposed document would imply the creation of an additional third group of participants/countries. Given that his delegation considered this to be a substantial change, he suggested the document be discussed in detail by the Finance and Administration Committee (FAC), which could also be in charge of revising the proposed text to ensure compliance with the current provisions of the ICA 2007 and other relevant rules and regulations of the Organization.

33. The Chair of the Council expressed his appreciation for Brazil's proposition, adding that the ICO should avoid causing frustration among countries willing to join the Organization.

34. The delegate of Switzerland echoed the Chair's intervention and endorsed Brazil's proposal, noting that given the importance of the topic at hand, the suggestions put forward in the document needed to be further developed.

35. The delegate of the European Union also supported the proposal made by Brazil and, in his capacity as Chair of the FAC, confirmed his availability to oversee works in this sense.

36. The delegate of Honduras endorsed the position of his fellow delegates and suggested that the Secretariat look for similar precedents that could help Members deal with the question at hand.

37. The delegate of Indonesia congratulated the Secretariat on its efforts to attract new member countries and promote inclusivity within the coffee community, also noting that

their contributions could enhance the Organization's financial stability and its activities in favour of a more prosperous sector.

38. The delegate of El Salvador thanked the Secretariat for the work carried out regarding the membership of the ICA 2022 and reiterated her country's support for the proposal made by Brazil.

39. The delegate of Japan expressed his appreciation for the fact that new countries were joining the Organization, while reiterating the need for Members to complete their procedures so that the ICA 2022 could enter into force as soon as possible.

40. The Council decided that document [WP Council 344/24](#), on the status of non-member countries that have signed the ICA 2022, would be further revised and discussed at the next meeting of the FAC.

Item 5: Working Group for the Entry into Force of the ICA 2022 (WGEF)

41. The Chair of the Council recalled that the WGEF had been established at the 135th Session of the Council, with the mandate to draft and review any applicable documents required for the entry into force of the 2022 Agreement. He also noted that the Chair and Vice-Chair of the Group had been appointed at the 136th Session of the Council held in Bengaluru, India.

42. The Chair of the WGEF, Mr Michael Wheeler of Papua New Guinea, noted that the Group had already met four times so far, with the first meeting having been held in December 2023. Since the approval of the list of documents to be reviewed, the Group has been focusing on the Terms of Reference of the Economics Committee and the Terms of Reference of the Board of Affiliate Members (BAM) – the latter coming under the broader issue of non-public stakeholders' participation in the activities of the Organization. He thanked Members for their active participation, giving special recognition to Dr K.G. Jagadeesha of India, who had put forward a concrete proposal for the BAM which was currently under consideration. Lastly, he encouraged Members to attend meetings of the Group and get involved in its discussions.

43. The Chair of the Council thanked the Chair of the WGEF for his report and congratulated him on his leadership and ability to drive discussions forward.

44. The delegate of Brazil praised the Chair of the WGEF's ability to steer the Group in a very constructive way and thanked India for their contribution to discussions, especially considering the complexity of the questions at hand. In this sense, he informed Members that consultations with the Brazilian coffee sector were ongoing and that a presentation with the results of this consultative process would soon be shared.

45. The delegate of the European Union expressed his gratitude to the delegate of Papua New Guinea for assuming the role of Chair of the WGEF, after having already worked on the drafting of the ICA 2022 as Vice-Chair of the Working Group on the Future of the Agreement (WGFA). He reiterated his commitment to engaging in the activities of the Group and encouraged Members to actively participate in meetings, while also thanking the delegate of India for his contribution.

46. The Council noted the report of the Chair of the WGEF regarding the progress made.

Item 6: Sustainability and partnerships

Item 6.1: Coffee Public-Private Task Force (CPPTF)

47. The Executive Director reported on the progress of the CPPTF, noting that three Sherpas-only meeting had been held in the first half of coffee year 2023/24. She pointed out that, lately, the focus of CPPTF activities had been on how to move forward to achieve the CPPTF Roadmap goals, making specific reference to the need to close farmers' income gaps and continue discussions with stakeholders from countries where pilot projects were being implemented in order to identify ways to scale them up elsewhere. She also noted that several seminars on the EUDR had been organized, and informed Members that a beta version of the Sustainability Mapping Tool was already available. Lastly, she thanked Members, the private sector and all the partners involved in the activities of the CPPTF for their contributions.

48. The Council noted the report of the Executive Director on the progress of the CPPTF and associated workstreams.

Item 6.2: EUDR and ICO-CPPTF Implementation Preparedness Survey

49. The Executive Director recalled that in the previous year, Members had asked the Secretariat to prioritize matters related to the regulatory framework within the work of the Organization and its CPPTF. Accordingly, the Secretariat shared a list on screen of the activities that had been carried out to better understand the technological solutions available for compliance with the EUDR in different countries. The Executive Director noted that the Secretariat was playing a key role in presenting the above-mentioned solutions to the coffee sector, as well as in facilitating the dialogue among stakeholders.

50. She then informed Members that, following a request made at the CPPTF Sherpas meeting in Bengaluru, the Secretariat had conducted a survey to: (i) better understand coffee stakeholders' level of preparedness to implement the EUDR; and (ii) compile a list of points that remained unclear. She noted that the report containing the results of the survey had been shared with the CPPTF Sherpas and that most of the questions received had already been answered thanks to the support of the European Commission.

51. The Chair of the Council thanked the Executive Director and her team for the work carried out regarding this very important topic for the sector and encouraged Members to continue to actively participate in debates, stressing the need for them to contribute to the extensive work ahead.

52. The delegate of Brazil congratulated the Secretariat on the survey and thanked all the stakeholders that had taken part in it, investing their time and knowledge to submit the requests for clarification shared. He noted that the initiative should serve as an example for all the activities to be carried out within the CPPTF, as it had successfully engaged the various segments of the value chain and received their positive feedback.

53. The delegate of the European Union echoed Brazil's intervention and thanked the Secretariat for carrying out the survey on behalf of the CPPTF. He reiterated the European Union's availability to engage in further exchanges on the topic and informed Members that the European Commission would soon be publishing a guidance document to provide further clarifications on the Regulation. He endorsed the scheduling of a webinar following the publication of such document.

54. The delegate of Honduras congratulated the Executive Director for the excellent work carried out and informed Members that the Government of Honduras had just signed

a deforestation-related agreement with the European Union, which would help the country to comply with deforestation regulations and benefit all segments within the sector.

55. The Council noted the report of the Executive Director on the EUDR and ICO-CPPTF Implementation Preparedness Survey.

Item 6.3: Establishment of a global coffee funding mechanism

56. The Head of Operations recalled that, at the 136th Session of the Council, the Secretariat had been instructed to continue working on the development of a mechanism to increase funding for the coffee sector. In this sense, he noted that consultants funded by the CPPTF and UNIDO to work on this initiative had just shared the final draft of a report with information on the rationale and model for setting up an investment vehicle, as well as an analysis of other funds from which the coffee sector could benefit. Lastly, he informed the Council that the Secretariat had continued to liaise with UN agencies and International Financial Institutions in this regard, and that following an internal review, the report would be shared with ICO Members as well as the CPPTF.

57. The Council noted the report of the Head of Operations on the global coffee funding mechanism.

Item 6.4: Center for Circular Economy in Coffee

58. The Head of Operations recalled that the Center for Circular Economy in Coffee (C4CEC) was officially launched at the 136th Session of the Council, one year after it had been proposed at the 134th Session of the Council held in Colombia. He informed Members that the first meeting of the C4CEC Scientific Board had been held in November 2023 and reported on a mission to Kenya in February 2024, during which partners looked into circular economy practices being implemented within the national coffee sector and aiming to develop a technical cooperation pilot project with funding from the Italian Government. Lastly, he noted that the next action to be undertaken would be to expand the membership of the Center, so that all ICO Members could access the C4CEC platform and benefit from assistance to implement circular economy solutions in their countries.

59. The Council noted the report of the Head of Operations on the Center for Circular Economy in Coffee.

Item 6.5: Report on the implementation of Memoranda of Understanding (MoUs) and new cooperation agreements

60. The Head of Operations reported on the operationalization of partnerships, noting that the MoU between the International Coffee Organization and the Specialty Coffee Association, already approved at the 136th Session of the Council, had been signed in December 2023 in London. He also informed Members that discussions to revise the current MoU with the Food and Agriculture Organization (FAO) had been resumed and a new draft would be submitted to the Council for approval.

61. The Council noted the report of the Head of Operations on the implementation of Memoranda of Understanding and new cooperation agreements.

Item 6.5.1: MoU ICO – Center for Circular Economy in Coffee

62. The Chair of the Council introduced the item, recalling that the MoU between the ICO, the International Trade Centre (ITC) and the C4CEC had been approved by the Council at its 136th Session but could not be signed as the ITC's Executive Director could not attend. He then noted that, following the Council's approval and in light of further discussions with the ITC and C4CEC, subsequent amendments to the document had been made, including to paragraphs 10.2 and 10.3, together with other minor drafting changes, some of which were only applicable to the English original. Lastly, he informed Members that the MoU had been signed in December 2023, with the understanding that it was subject to final validation by the Council.

63. The Council approved the Memorandum of Understanding between the ICO, ITC and the C4CEC contained in document [WP Council 336/23 Rev. 1](#).¹

¹ Subsequently published as [ICC-137-3](#).

Item 6.5.2: MoU ICO – ITC

64. Similarly, the Chair of the Council recalled that the MoU between the ICO and the ITC had been approved by the Council at its 136th Session but also could not be signed as the ITC's Executive Director could not attend. He then noted that, following the Council's approval and in light of further discussions with the ITC, subsequent amendments to the document had been made, including the insertion of paragraph 10.2 together with other minor drafting changes, some of which only applied to the English original. Lastly, he informed Members that the MoU had been signed in December 2023, with the understanding that it was subject to final validation by the Council.

65. The delegate of Brazil pointed out that the translation of the word "advocacy" in Portuguese was not accurate and requested that the Secretariat replace it with "defesa".

66. The Council approved the Memorandum of Understanding between the ICO and ITC contained in document [WP Council 337/23 Rev. 3](#)², noting that a change would be made to the Portuguese translation of "advocacy".

Item 6.5.3: Joint Declaration ICO-GCP-BMZ

67. The Chair of the Council introduced document [WP-Council 345/24](#), noting that Members were only requested to note the document, since it contained a Joint Declaration and not an MoU. He also added that the document had already been signed in Berlin in January 2024.

68. The Council noted the Joint Declaration signed between the ICO, GCP and BMZ contained in [WP-Council 345/24](#).³

² Subsequently published as [ICC-137-4](#).

³ Subsequently published as [ICC-137-5](#).

Item 7: Financial and administrative matters**Item 7.1: Finance and Administration Committee**

69. The Chair of the FAC, Mr Zoltan Agai of the European Union, reported on the 60th meeting of the Committee held on 5 March 2024, during which the Head of Finance and Administration had presented the financial situation (contained in document [FA-362/24](#)) and an updated chart with the actual cash balances at the end of February 2024 which took into account all budgeted expenditures for each month until September 2024. While the cash balance had been deemed sufficient to finance the Organization's operations until the end of the current coffee year, Members were still encouraged to pay their contributions promptly.

70. The delegate of Brazil noted that document [FA-371/24 Rev. 1](#) should only describe events that took place at 60th meeting of the FAC and questioned the inclusion of the last sentence of paragraph 63, which seemed to refer to an intervention of a Member that had not participated in the meeting at hand. He therefore suggested the deletion of said sentence, also to avoid setting a precedent in this sense.

71. The Executive Director clarified that the comment in question had been forwarded to the Chair of the FAC and then read out by him during the 60th meeting, while also stressing the Secretariat's availability to improve the drafting based on suggestions submitted.

72. In light of the clarification provided by the Executive Director, the delegate of Brazil noted that the report should therefore refer to the action as it happened at the meeting and state that the Chair had read a comment sent by a Member.

73. The Council noted the Financial Situation and the Report of the latest meeting of the Finance and Administration Committee contained in documents [FA-362/24](#) and [FA-371/24 Rev. 1](#), respectively, including the request to revise the last sentence of paragraph 63 of the latter.

Item 7.2: Report on collection of contributions from Members in arrears

74. The Chair of the FAC noted that the Head of Finance and Administration had presented a report on the collection of contributions from Members in arrears (document

[FA-363/24 Rev. 1](#)), which showed the contributions outstanding for coffee year 2023/24. During the 60th meeting of the FAC, the Head of Finance and Administration had also provided an update on the Russian Federation regarding its outstanding contributions, noting that following the receipt in January 2024 of an amended licence granted by the UK Government's Office of Financial Sanctions Implementation, the country would consult its authorities to transfer the contribution owed for coffee year 2023/24.

75. The Chair of the FAC then reported on: (i) the request for reimbursement of the Russian Federation's pro-rata contribution for coffee year 2023/24 submitted by the Government of the United Kingdom (document [FA-369/24](#)); and (ii) the proposal from Switzerland to use the Russian Federation's pro-rata contribution for coffee year 2023/24 for the activities of the CPPTF (document [ED-2456/24](#)). He then referred to a few relevant provisions contained within [Resolution 470](#) and paragraph 3 of Article 20 of the ICA 2007, noting that Members attending the 60th meeting of the FAC had decided to submit the matter to the Council for final consideration and a decision.

76. The delegate of the United Kingdom thanked the Chair of the FAC for his report and informed the Council that, in light of the discussions held at the 60th FAC meeting, his government was supportive of Switzerland's proposal and keen to continue discussions on the use of the funds to be received from the Russian Federation.

77. The delegate of Switzerland thanked the United Kingdom for its support and reiterated her delegation's wish to earmark the Russian Federation's contribution for projects within the CPPTF. She also acknowledged the need to further discuss the topic once said funds were received and also to take into account the Organization's financial rules.

78. The delegate of Brazil noted that, according to the provisions of Article 21 of the ICA 2007, Members had until 31 March of each coffee year to pay their contributions. Since the deadline had not yet passed, he suggested the topic be discussed at the following meeting of the FAC to enable Members to work based on facts rather than hypothetical scenarios.

79. The delegate of Papua New Guinea observed that, in the past, funds from the payment of arrears had always been transferred to the Reserve Fund. He suggested that the Council stick to precedents and decide on the use of the funds, if applicable, only at the end of the financial year.

80. With reference to the request of the United Kingdom, the delegate of the European Union stressed the importance of sticking to existing rules and avoiding the making of exceptions. Regarding the proposal from Switzerland, he agreed with the need to further discuss the details of the use of funds within the FAC.

81. The Council decided that the Russian Federation's 2023/24 contribution should be transferred to the Reserve Fund and that the use of this sum would be further discussed within the FAC once received.

Item 7.3: Draft Administrative Budget for financial year 2024/25

82. The Chair of the FAC informed Members that the Draft Administrative Budget for financial year 2024/25 had been presented by the Secretariat at the 60th FAC meeting, noting that it amounted to £2,600,000 in total. He then noted that the Draft Budget would be discussed again at the following meeting of the FAC.

83. The delegate of Indonesia expressed her appreciation for the work carried out by the Secretariat with reference to the Draft Budget, stressing that the Organization's primary focus should be on implementing programmes and activities to support Members. Therefore, she suggested that the Draft Budget be restructured accordingly.

84. The delegate of the European Union thanked the Secretariat for preparing the Draft Administrative Budget, welcoming the lack of increases.

85. The Council noted that it would continue to consider the Draft Administrative Budget at the next meeting of the FAC.

Item 7.4: Administrative Accounts of the Organization for financial year 2022/23 and Auditors' Report

86. The Chair of the FAC introduced document [FA-365/24](#) containing the Administrative Accounts of the Organization for financial year 2022/23 and the report of the auditors, noting that its approval had been recommended.

87. The Council approved the Administrative Accounts of the Organization for financial year 2022/23 and Auditors' Report contained in document [FA-365/24](#).

Item 7.5: Accounts of the Special Fund for the financial year 2022/23 and Auditors' Report

88. The Chair of the FAC introduced document [FA-366/24](#) containing the Accounts of the Special Fund for financial year 2022/23 and the report of the auditors, noting that its approval had been recommended.

89. The Head of Operations noted that the Philippines had submitted a note on the Special Fund to the Secretariat, asking it to be read during the Session. He passed on the message received, informing Members that the delegation of the Philippines fully intended to make use of the funds available, and that the Secretariat would be informed as soon as their internal processes had been concluded and feedback from Manila received.

90. The Council approved the Accounts of the Special Fund for financial year 2022/23 and Auditors' Report contained in document [FA-366/24](#).

Item 7.6: Accounts of the Trust Fund for financial year 2022/23 and Auditors' Report

91. The Chair of the FAC introduced document [FA-367/24](#) containing the Accounts of the Trust Fund for financial year 2022/23 and the report of the auditors, noting that its approval had been recommended.

92. The Council approved the Accounts of the Trust Fund for financial year 2022/23 and Auditors' Report contained in document [FA-367/24](#).

Item 7.7: Promotion Fund

93. The Chair of the Council noted that the accounts of the Promotion Fund were not audited as per the decision made by the Council in September 2010.

94. The Chair of the FAC added that no activities had been undertaken with the Promotion Fund in coffee year 2022/23 and that the balance remained the same.

95. The delegate of Brazil recalled an observation made by his delegation during the 60th FAC meeting, noting that, for the sake of transparency, more detailed information and disaggregated data for those funds within which transactions had been recorded should be shared with Members.

96. The Executive Director informed Members that an exercise on how to better detail the accounts of the funds was being carried out in consultation with the Brazilian delegation in London and expressed her confidence that this process would be finalized soon and result in increased transparency.

97. The Council took note of the accounts of the Promotion Fund.

Item 7.8: Salary scales and basis for contributions to the Provident Fund

98. The Chair of the FAC informed Members that the Committee had recommended the salary scales and basis for contributions to the Provident Fund, contained in [FA-368/24](#), for the approval of the Council.

99. The Council approved the salary scales and basis for contributions to the Provident Fund contained in document [FA-368/24](#).

Item 7.9: Premises

100. The Chair of the FAC informed Members that during the 60th meeting of the Committee, the Executive Director had shared updates on the current premises of the Organization, noting that in February 2024 the current landlord had offered three different options to extend the lease from June 2025, namely: (i) a one-year extension; (ii) a four-year extension with five months' rent free; or (iii) a two-year extension with a break clause of six months and three months rent free.

101. He noted that the Secretariat had consulted with all London-based international organizations only to find out that none of them had or would have any office space available in the near future. The Secretariat also conducted a broad search for alternative

premises in Canary Wharf and Greater London, concluding that the market had continued to grow in the city, and that only smaller premises could be considered.

102. He then reported that the Executive Director had been invited to visit Rome to discuss future collaborations with the Directorate General of Development Cooperation and Italy's interest in hosting the ICO in Rome, the latter being the subject of a letter of expression of interest sent by Italy to the Executive Director and circulated to Members on 13 March 2024 (document [ED-2455/24](#)).

103. Noting that the Committee had decided to submit the topic for the attention of the Council, the Chair of the FAC informed Members that the immediate decision to be made was whether to remain at the Organization's current premises or to move to a different location, for example in Canary Wharf. Both options were shared on the screen.

104. The Executive Director recalled that the urgency to look for new premises, as shared at the 136th Session of the Council, had been linked to a letter sent by the ICO headquarters' landlord informing the Secretariat that the Organization had to leave the building in June 2025 due to planned renovation works. Subsequent to this, a second letter was received from the landlord in February 2024 informing the Organization that it could continue renting the current premises since the aforementioned works had been postponed.

105. She then informed Members that, due to the fact that the Organization was in a transitional period between the ICA 2007 and the entry into force of the ICA 2022, only short-term lease agreements could be considered, as the other landlords consulted had pointed out that no long-term lease could be signed before the entry into force of the new Agreement, unless the Organization was willing to pay six months of rent in advance.

106. Lastly, she noted that the Secretariat's suggestion was to remain in the current premises, taking into account that the Canary Wharf option was cheaper but less convenient in terms of the size of the office and logistics related to moving. She informed Members that a long-term solution would need to be considered at a later stage following the entry into force of the ICA 2022.

107. The delegate of the EU-Italy reiterated his country's interest in hosting the headquarters of the Organization and its wish to further discuss this option with the Secretariat.

108. The delegate of Switzerland thanked the Secretariat for the extensive work carried out and endorsed the suggestion to extend the lease at the Organization's current premises to ensure the continuation of its operations and give Members more time to look at long-term solutions. In this sense, she informed the Council that Switzerland was considering the possibility of submitting an offer to host the Organization's headquarters, highlighting the various thematic synergies and the high number of diplomatic representations present in the country as two key advantages of relocating to Switzerland. She concluded by stressing the importance of guaranteeing a level playing field and managing offers in a fair and transparent way.

109. The delegate of Colombia also supported the option to extend the current lease for two more years while noting that, contextually, the Secretariat should start looking at the potential costs of moving to Italy to compare and evaluate the long-term solution submitted by the Italian Government.

110. The delegate of the United Kingdom endorsed the proposal to extend the current lease and reiterated that his country was supportive of maintaining the headquarters of the Organization in the United Kingdom in both the short and long term.

111. The representatives of the European Union and El Salvador echoed their fellow delegates and expressed their support for remaining in the current premises and extending the lease agreement.

112. The delegate of Honduras expressed his support for the proposal to extend the lease agreement at the current premises. While thanking the countries that had expressed their interest in hosting the headquarters of the Organization, he noted that the question was not being discussed yet as the options being considered for the moment were in the United Kingdom only. After noting that the ICA 2007 provided that London was the seat of the Organization, he suggested a step-by-step approach, since it was his understanding that no decision to seek premises abroad had been made by the Council to date.

113. The delegate of Japan stressed that the decision on premises should be carefully considered to avoid delays in the implementation of activities, especially taking into account whether the ICA 2022 would have entered into force by June 2025.

114. The delegate of India recalled that the reason for which the question of premises had originally been raised was that rent costs had been considered too high and a request to look for more convenient options had been made by Members. He expressed his support

for the extension of the current lease agreement, while noting that offers from other countries, especially those offering premises on a complimentary basis, should all be welcomed and taken into account when the time came to look for a long-term solution.

115. The delegate of Brazil endorsed the proposal to remain at Gray's Inn Road and asked for further details on the duration of the lease agreement.

116. In response to Brazil's query, the Executive Director confirmed that the suggested option was a four-year extension of the lease agreement with a two-year break clause, and expressed hope that the ICA 2022 would be in force by June 2027, which would allow for the negotiation of a more convenient and long-term solution.

117. The Council approved the Executive Director's proposal to extend the lease of the current premises at 222 Gray's Inn Road by four years with a break clause after two years.

Item 8: World Coffee Conference

118. The delegate of India gave a presentation on the 5th World Coffee Conference on the theme "Sustainability through circular economy and regenerative agriculture" and related events, held in Bengaluru from 25 to 28 September 2023. He noted that the Conference covered a wide range of topics across 12 thematic sessions, boasting the participation of 127 international speakers and attracting over 2,000 delegates from across the globe. Additionally, he reported on the organization of 13 technical workshops, an exhibition with 253 different stands and more than 17,000 business visitors, competitions, as well as the first Grower's Conclave, which had brought together more than 1,000 farmers and global hands-on experts to discuss the pressing challenges facing the sector.

119. The Chair of the Council thanked the Indian Government for the outstanding event organized in Bengaluru in September 2023, praising their unbeatable hospitality and congratulating them on the excellent results achieved.

120. The delegate of Brazil acknowledged the success of the event organized by India, stressing that it was a model to be followed.

121. The Council noted the report on the 5th World Coffee Conference held in India in September 2023.

Item 9: Office holders and committees

122. The Chair of the Council introduced the item, recalling that following the nomination of office holders and members of the committees at the 136th Session of the Council, there were still vacant seats within both the Joint Committee and the Finance and Administration Committee. A list of the available seats was shared on the screen.

123. The delegate of Brazil, in his capacity as spokesperson for the Exporting Members, informed the Council that since its 136th Session held in Bengaluru, Côte d'Ivoire had expressed an interest in becoming a member of the Joint Committee. He also took the opportunity to share his satisfaction that H.E. Amb. Aly Touré of Côte d'Ivoire, one of the most long-standing and experienced delegates to the Organization, would serve as Chair of the Joint Committee.

124. The delegate of Brazil then recalled that, at the 136th Session of the Council, the composition of the FAC had also been amended. He noted that, like the Joint Committee, the number of seats for exporting countries had been increased to 15, but that no regional representation was foreseen. He concluded by praising the experience of the Vice-Chair of the FAC, Ms Vera Espíndola of Mexico, who had been playing a decisive role within the activities of the Committee for years.

125. The delegate of the European Union, in his capacity as spokesperson for the Importing Members, informed the Council that Switzerland, the Russian Federation and Norway had expressed their interest in becoming members of the Joint Committee. He also noted that his name was being put forward for the vice-chairmanship of said Committee.

126. Noting that the delegate of Brazil had not received the list of African countries to fill the vacant seats within the two committees, the Chair of the Council informed Members that he would check the matter in question with the relevant countries and revert to Brazil at a later stage.

127. The Council noted the composition of the Joint Committee and the FAC for coffee year 2023/24 submitted by exporting and importing Members.

Item 10: Credentials

128. The Head of Operations stated that the credentials received were found to be in good and due form.

129. The Council approved the report on credentials.

Item 11: Future meetings

130. The Chair of the Council submitted for consideration the following tentative dates for future meetings, which were also shared on screen:

- 138th Session of the Council: week 9–13 or 16–20 September 2024, London;
- 139th Session of the Council: week 31 March–2 April 2025, virtual; and
- 140th Session of the Council: week 22–26 September 2025, location to be confirmed.

131. With reference to the 138th Session of the Council, the delegate of the European Union expressed his preference for the week commencing 16 September 2024.

132. In response to the European Union's intervention, the Executive Director noted that the best availability for venues in London appeared to be in the week of 9–13 September 2024. In this sense, she informed Members that the funds available for the organization of events as per the Administrative Budget for coffee year 2023/24 would not be sufficient to cover the costs of an in-person session of the Council in London. She clarified that extensive research was being carried out by the Secretariat, the results of which showed that the approved funds would only cover costs related to the hire of a venue and technical AV equipment for one day. Lastly, she confirmed that further information on the venue and dates for the following Session of the Council would be shared with Members as soon as they were available.

133. The Council took note of the dates for future meetings.

Item 12: Other business

134. The delegate of Brazil put forward a request to remove passwords used to protect financial and administrative documents, stressing this was the standard practice followed by other international organizations and asking that the question be considered first by the FAC.

135. The delegate of Honduras endorsed the proposal put forward, echoing the Brazilian delegation on the importance of transparency.

136. The Council noted that Brazil's proposal regarding the removal of passwords from financial documents would be discussed within the FAC.
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Item 13: Closing session

137. The Secretariat and External Relations Officer summarized all the decisions made by Members at the 137th Session of the International Coffee Council (see Annex I).

138. The delegate of the European Union thanked the Secretariat for organizing the 137th Session of the Council, as well as its Chair for his leadership and the interpreters for their support.

139. The delegate of the EU-Italy congratulated Dr Enselme Gouthon of Togo for capably chairing the Session, as well as all Members on the very fruitful discussions.

140. The delegate of Honduras praised the Chair's conduct of the 137th Session of the Council, as well as the Executive Director and the Secretariat for their work.

141. The Vice-Chair of the Council, Mr Tom Fabozzi of the EU-Ireland, echoed his colleagues, acknowledging the exemplary chairing of the Session and praising the Secretariat for smoothly organizing the meeting.

142. The Chair of the Council thanked Members for their presence, as well as the Executive Director, the Vice-Chair and former Chairs of the Council, the Secretariat and interpreters for their contributions and availability. He then closed the 137th Session of the International Coffee Council.

SUMMARY: DECISIONS OF THE 137TH SESSION OF THE INTERNATIONAL COFFEE COUNCIL

- The Council adopted the draft Agenda contained in document [ICC-137-0 Rev. 1](#).
- The Council approved document [ICC-137-1 Rev. 1](#) on the redistribution of votes for coffee year 2023/24.
- The Council noted the report presented by the Executive Director regarding item 3 of the agenda.
- The Council noted the report of the Executive Director regarding item 4 of the agenda.
- The Council decided that document [WP Council 344/24](#), on the status of non-member countries that have signed the ICA 2022, would be further revised and discussed at the next meeting of the FAC.
- The Council noted the report of the Chair of the WGEF regarding the progress made.
- The Council noted the report of the Executive Director on the progress of the CPPTF and associated workstreams.
- The Council noted the report of the Executive Director on the EUDR and ICO-CPPTF Implementation Preparedness Survey.
- The Council noted the report of the Head of Operations on the global coffee funding mechanism.
- The Council noted the report of the Head of Operations on the Center for Circular Economy in Coffee.
- The Council noted the report of the Head of Operations on the implementation of Memoranda of Understanding and new cooperation agreements.
- The Council approved the Memorandum of Understanding between the ICO, ITC and the C4CEC contained in document [WP Council 336/23 Rev. 1](#).
- The Council approved the Memorandum of Understanding between the ICO and ITC contained in document [WP Council 337/23 Rev. 3](#), noting that a change would be made to the Portuguese translation of “advocacy”.
- The Council noted the Joint Declaration signed between the ICO, GCP and BMZ contained in [WP-Council 345/24](#).
- The Council noted the Financial Situation and the Report of the latest meeting of the Finance and Administration Committee contained in documents [FA-362/24](#) and [FA-371/24 Rev. 1](#), respectively, including the request to revise the last sentence of paragraph 63 of the latter.
- The Council decided that the Russian Federation’s 2023/24 contribution should be transferred to the Reserve Fund and that the use of this sum would be further discussed within the FAC once received.
- The Council noted that it would continue to consider the Draft Administrative Budget at the next meeting of the FAC.
- The Council approved the Administrative Accounts of the Organization for financial year 2022/23 and Auditors’ Report contained in document [FA-365/24](#).
- The Council approved the Accounts of the Special Fund for financial year 2022/23 and Auditors’ Report contained in document [FA-366/24](#).
- The Council approved the Accounts of the Trust Fund for financial year 2022/23 and Auditors’ Report contained in document [FA-367/24](#).
- The Council took note of the accounts of the Promotion Fund.
- The Council approved the salary scales and basis for contributions to the Provident Fund contained in document [FA-368/24](#).
- The Council approved the Executive Director’s proposal to extend the lease of the current premises at 222 Gray’s Inn Road by four years with a break clause after two years.
- The Council noted the report on the 5th World Coffee Conference held in India in September 2023.
- The Council noted the composition of the Joint Committee and the FAC for coffee year 2023/24 submitted by exporting and importing Members.
- The Council approved the report on credentials.
- The Council took note of the dates for future meetings.
- The Council noted that Brazil’s proposal regarding the removal of passwords from financial documents would be discussed within the FAC.