



**International Coffee Council**  
116<sup>th</sup> Session  
9 – 11 March 2016  
Addis Ababa, Ethiopia

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda and schedule of meetings – <i>to adopt</i></b>	ICC-116-0 Rev. 1 <a href="#">Schedule of meetings</a>
<b>2. Admission of observers – <i>to consider</i></b>  The Council will decide on the acceptance of observers and designate the items on the Agenda open to accepted observers.	<a href="#">ICC-116-2</a>
<b>3. Votes and credentials</b>	
<b>3.1 Votes for coffee year 2015/16 – <i>to approve</i></b>	<a href="#">ICC-116-1</a>
The Secretary will report.	
<b>3.2 Credentials – <i>to approve</i></b>	verbal
The Chairman will examine the credentials with the assistance of the Secretariat and report to the Council.	
<b>4. International Coffee Agreement (ICA) 2007 – <i>to consider</i></b>	
<b>4.1 Membership of the ICA 2007 – <i>to note</i></b>	<a href="#">ICC-116-3</a>
The deadline for the deposit of instruments of ratification, acceptance, approval or accession is 30 September 2016.	

**4.2 Article 48 of the ICA 2007 – to consider**

[ICA 2007](#)

The Council may wish to consider a review of the ICA 2007 according to paragraph 2 of Article 48 since the 5<sup>th</sup> anniversary of the entry into force of the Agreement will occur on 2 February 2016.

**5. Annual Review 2014/15 – to note**

[Annual Review 2014/15](#)

The Executive Director will present the Annual Review for 2014/15.

**6. Coffee market situation – to note**

[Coffee Market Report – February 2016](#)

The Head of Operations will present an analysis of the market situation and will report on other issues.

**7. Studies and reports – to consider**

As provided for in the Programme of Activities for 2015/16, the Council will consider the following studies:

- Future coffee farmers – the challenge of generational change in rural areas in African countries
- Guidelines for the preparation of country coffee profiles

[ICC-116-4](#)

[WP-Council 264/16](#)

**8. World Coffee Conference – to consider**

verbal

The Chairman of the Council will give a report on the Conference. The Council will consider ideas for actions arising from the event.

**9. Programme of Activities – to consider**

[WP-Council 265/16](#)  
[ICC-116-7](#)

The Council will consider a draft Programme of proposed Activities for coffee year 2016/17 together with a final report on the implementation of the Programme of Activities for 2014/15.

**10. Strategic review of the ICO – to consider**

[WP-Council 266/16 Rev. 2](#)

In September 2015 the Council set up a Working Group open to all Members to undertake a strategic review of the ICO. The Chairman of the Working Group will report.

**11. Consultative Forum on Coffee Sector Finance – to consider**

verbal

The Chairman of the Core Group will report to the Council on the meeting of the Core Group on 10 March 2016, including arrangements for the 6<sup>th</sup> Forum to be held in September 2016.

- 11.1 Core Group on the Consultative Forum – to appoint** verbal
- The Council will appoint the advisors to the Core Group for 2015/16 and 2016/17.
- 12. Report by the Chairmen of ICO bodies**
- 12.1 Private Sector Consultative Board (PSCB) – to consider** verbal
- 12.2 Promotion and Market Development Committee – to consider** verbal
- 12.2.1 Oxfam – to note** verbal
- The Chairman of the Committee will report on the ‘*Caffè sospeso against poverty*’ campaign
- 12.2.2 International Coffee Day – to consider** verbal
- The Chairman of the Committee will report on the theme, activities and promotion of the 2016 International Coffee Day.
- 12.3 Statistics Committee – to consider** verbal
- 12.3.1 Compliance with Statistical Rules – to consider** [SC-62/16](#)
- The Chairman of the Committee will report on progress made on this matter.
- 12.4 Projects Committee – to consider**
- 12.4.1 Projects for endorsement by the Council – to consider and, if appropriate, to endorse** [PJ-98/16](#)
- The Council will consider the recommendations of the Projects Committee on the following new project proposal:
- Empowering women and youth to participate in the coffee value chain in Uganda [PJ-95/16](#)
- 13. Coffee research – to consider** verbal
- Coffee and climate change:* The Executive Director will report on the ICO’s participation as an observer to the Conference of the Parties of the United Nations Framework Convention on Climate Change (UNFCCC).

- 14. Cooperation with other agencies – to note** verbal
- The Head of Operations will report on cooperation with other agencies, including progress on the partnership with the 4C Association and IDH The Sustainable Trade Initiative.
- The Chief Economist will report on the Concept note for the African Coffee Facility. [PJ-97/16](#)
- 15. National coffee policies – to note** verbal
- Members are invited to report on changes in coffee policies in their countries and to provide copies of statements and other information for circulation.
- 16. Financial and administrative matters**
- 16.1 Finance and Administration Committee – to consider** [FA-115/16](#)  
[FA-119/16](#)  
[FA-120/16](#)  
[FA-123/16](#)  
[FA-124/16](#)  
[FA-126/16](#)
- The Chairman of the Finance and Administration Committee will report on the meeting of the Committee including the financial situation, the draft Administrative Budget for the financial year 2016/17 and the cost analysis summary. The Council will consider the recommendations of the Committee, including proposals for the revision of salary scales and the basis for contributions to the Provident Fund for staff in the General Service category and proposals for the revision of salary scales and the basis for contributions to the Provident Fund for staff in the Professional and higher categories.
- The Council may wish to consider guidelines for the establishment of partnerships between the ICO and other entities.
- 16.2 Administrative Accounts of the Organization for the financial year 2014/15 and Report of the Auditors – to approve** [FA-116/16](#)  
[FA-117/16](#)  
[FA-118/16](#)
- The Council will consider the Administrative Accounts of the Organization for the financial year 2014/15 and Report of the Auditors. The Accounts of the Special Fund and Report of the Auditors will be presented for the approval of exporting Members together with the Accounts of the Promotion Fund.
- 16.3 Premises – to consider** [FA-122/16](#)
- The Chairman of the Finance and Administration Committee will report.

**16.4 Contract of the Executive Director – *to consider*** verbal

The Council will consider the matter of the Executive Director’s contract which expires on 30 September 2016.

**17. Special Fund – *to consider*** [WP-Council 267/16](#)

The Executive Director will introduce document WP-Council 267/16 which contains a draft Resolution on the use of the Special Fund.

**18. Other business – *to note*** verbal

**19. Future meetings**

The next Session of the Council will take place in London, United Kingdom from 19 to 23 September 2016 – ***to note***

Members are invited to suggest topics for presentations during the next Session, for inclusion on the Agenda, and improvements to future meeting arrangements – ***to consider***

REFERENCE DOCUMENTS
<a href="#">International Coffee Agreement 2007</a>
<a href="#">Action plan for the International Coffee Organization</a>
<a href="#">Rules of the International Coffee Organization</a>
<a href="#">Terms of reference for Committees and advisory bodies</a>
<a href="#">Office Holders for 2015/16</a>
<a href="#">Procedures for membership of the ICA 2007</a>