



International Coffee Council
116th Session
9 – 11 March 2016
Addis Ababa, Ethiopia

Draft Agenda

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

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 5th anniversary of the entry into force of the Agreement will occur on 2 February 2016.

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

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

6. Coffee market situation – to note to follow

The Head of Operations will introduce 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 to follow
- Coffee value chain in selected exporting countries to follow
- Coffee value chain in selected importing countries to follow
- Guidelines for the preparation of country coffee profiles to follow

8. World Coffee Conference – to consider verbal

The Chairman of the 4th World Coffee Conference will report on the conclusions of the Conference. The Council will consider ideas for actions arising from the event.

9. Programme of Activities – to consider to follow

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 to follow

In September 2015 the Council set up a Working Group open to all Members to undertake a strategic review of the ICO. The Executive Director 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 6th 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. The former advisors were:

- Marc Sadler (Team Leader, Agricultural Finance and Risk Management Unit, Agriculture and Rural Development Department, The World Bank)
- Noemí Pérez (Executive Director, Finance Alliance for Sustainable Trade)
- Silas Brasileiro (Executive Chairman, National Coffee Council, Brazil)
- Nicolas Tamari (Chief Executive Officer, Sucafina S.A.)

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 International Coffee Day – *to consider* to follow

The Chairman of the Committee will report on a theme and activities for International Coffee Day on 1 October 2016 as well as the establishment of guidelines for partnership between the ICO and other entities.

12.2.2 Oxfam – *to note* to follow

The Chairman of the Committee will report on the '*Caffè sospeso against poverty*' campaign

12.3 Statistics Committee – *to consider* verbal

12.3.1 Compliance with Statistical Rules – *to consider* verbal

The Chairman of the Committee will report on progress made on this matter.

12.4 Projects Committee – *to consider* verbal

- 13. Food safety – to consider** verbal
- The Council will consider food safety matters, including an update on the implications of Regulation (EU) No. 1169/2011 (document [ICC-111-7](#)) and other EU regulations for producing countries.
- 14. Coffee research – to consider** verbal
- Coffee and climate change:* The Executive Director will report on the results of the participation of the ICO as an observer to the Conference of the Parties of the United Nations Framework Convention on Climate Change (UNFCCC).
- 15. 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.
- 16. 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.
- 17. Financial and administrative matters**
- 17.1 Finance and Administration Committee – to consider** to follow
- The Chairman of the Finance and Administration Committee will report on the meeting of the Committee including the financial situation and the draft Administrative Budget for the financial year 2016/17. 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.
- 17.2 Administrative Accounts of the Organization for the financial year 2014/15 and Report of the Auditors – to approve** to follow
- 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.

17.3 Premises – to consider to follow

The Chairman of the Finance and Administration Committee will report.

17.4 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.

17.5 Review of Staff Regulations and Staff Rules – to consider to follow

At the request of the European Union a review is being conducted into the Organization’s Staff Regulations and Staff Rules in the light of those of other international organizations. The Chairman of the Finance and Administration Committee will report to the Council on this review.

18. Special Fund – to consider verbal

The Executive Director will report on discussions held amongst exporting Members on the use of the Special Fund.

19. Other business – to note verbal

20. 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 |
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| International Coffee Agreement 2007 |
| Action plan for the International Coffee Organization |
| Rules of the International Coffee Organization |
| Terms of reference for Committees and advisory bodies |
| Model credential letter |
| Office Holders for 2015/16 |
| Procedures for membership of the ICA 2007 |

