



**Finance and Administration Committee**

34<sup>th</sup> Meeting (Intersessional)  
18 June 2019 (11:00)  
London, United Kingdom

**Agenda**

| <b>Item</b>  | <b>Document</b>                  |
|--|----------------------------------|
| <b>1. Draft Agenda – to adopt</b>  | FA-207/19 Rev. 3                 |
| <b>2. Report of the meeting held on 26 and 27 March 2019 – to consider and, if appropriate, to approve</b>                                     | <a href="#">FA-206/19</a>        |
| <b>3. Report on the implementation of Resolution 466, Members in persistent arrears (Communication from the Government of Yemen) – to note</b> | <a href="#">FA-195/19</a>        |
| The Executive Director will report.  |                                  |
| <b>4. Draft Administrative Budget for the financial year 2019/20 – to consider and, if appropriate, to recommend for approval</b>              | <a href="#">FA-203/19 Rev. 1</a> |
| The Head of Finance and Administration will report.  |                                  |
| <b>5. Administrative Budget 2018/19 – to consider</b>  | FA-208/19                        |
| The Committee, at the request of Panama, is requested to review the 2018/19 Budget.  |                                  |
| <b>6. Other business – to consider</b>   | verbal                           |
| <b>7. Date of next meeting – to note</b>   | verbal                           |
| The next meeting will take place in London at a date to be determined by the Committee.  |                                  |

| <b>REFERENCE DOCUMENTS</b>  |
|---|
| <a href="#"><u>Financial Rules and Financial Regulations of the International Coffee Organization</u></a> |
| <a href="#"><u>Rules of the International Coffee Organization</u></a>                                     |
| <a href="#"><u>Terms of reference for the Finance and Administration Committee (Annex V)</u></a>          |