



Finance and Administration Committee

50th Meeting
30 September 2021
London, United Kingdom

Draft Agenda

Item

Document

1. **Draft Agenda – to adopt** FA-306/21 Rev. 1
2. **Report of the meeting held on 1 September 2021 – to consider and, if appropriate, to approve** [FA-305/21](#)
3. **Votes and contributions– to consider and, if appropriate, to approve**
 - 3.1 **Redistribution of votes for coffee year 2020/21** [ICC-130-2 Rev. 2](#)
 - 3.2 **Initial distribution of votes for coffee year 2021/22** [ICC-130-1 Rev. 1](#)
[ED-2378/21 Rev. 2](#)
4. **Office holders and committees**
 - 4.1 **Chair and Vice-Chair and composition of committees – to consider and, if appropriate, to approve** [WP-Council 314/21](#)
[ED-2389/21](#)

The FAC will consider and approve the composition of the following committees for 2021/22:

- Core Group for the Consultative Forum
(6 exporting, 4 importing Members)
- Finance and Administration Committee
(6 exporting, 5 importing Members)

- Private Sector Consultative Board (8 producing and 8 consuming associations) for 2021/22 and 2022/23 [ED-2366/21](#)
[WP-Council](#)
[317/21](#)
[PSCB-170/21](#)
- Projects Committee (8 exporting, 3 importing Members)
- Promotion and Market Development Committee (8 exporting, 3 importing Members)
- Statistics Committee (8 exporting, 3 importing Members)

4.2 Vice-Chair of the Council – to elect verbal

According to Article 10 of the 2007 Agreement, the Vice-Chair for coffee year 2021/22 should be elected from among the representatives of importing Members.

4.3 Chair and Vice-Chair of the Consultative Forum – to elect verbal

The FAC will elect the Chair and Vice-Chair of the Consultative Forum on Coffee Sector Finance.

5. Other business – to consider verbal

6. Date of next meeting – to note verbal

Members are invited to suggest matters for consideration at the next meeting.

The next meeting will take place at a date to be determined by the Committee

REFERENCE DOCUMENTS
Financial Rules and Financial Regulations of the International Coffee Organization
Rules of the International Coffee Organization
Terms of reference for the Finance and Administration Committee (Annex V)
International Coffee Agreement 2007 (ICA 2007)