

**International Coffee Council**  
138<sup>th</sup> Session  
12 September 2024  
London, United Kingdom

**Draft Agenda**

Item	Document
<b>Opening of the 138<sup>th</sup> Session of the Council</b>	
The Chair of the Council will deliver an opening speech. The Executive Director will deliver welcoming remarks.	
<b>1. Draft Agenda – to adopt</b>	ICC-138-0
<b>2. Votes</b>	
<b>2.1 Redistribution of votes for the 138<sup>th</sup> Session of the Council for coffee year 2023/24 - to consider and, if appropriate, to approve</b> to follow The Head of Operations will report.	
<b>3. National coffee policies</b>	
Members are invited to report on progress and changes in the coffee sector and related policies in their countries.	
<b>3.1 Intervention of the Government of Italy – to note</b>	verbal
The Government of Italy will report on the Italian Presidency of the G7 and their national coffee policy and initiatives.	
<b>4. International Coffee Agreement (ICA) 2022</b>	
<b>4.1 Membership of the ICA 2022 – to note</b>	<a href="#">ED-2409/22 Rev. 2</a>
The Executive Director will report on progress with reference to signatures and the deposit of instruments of ratification, acceptance and approval of the ICA 2022.	
<b>4.2 Status of non-member countries that have signed the ICA 2022 – to consider and, if appropriate, to approve</b> to follow	
The Executive Director will report.	
<b>4.3 Working Group for the Entry into Force of the ICA 2022 (WGEF) – to consider and, if appropriate, to approve</b> to follow	
The Chair of the Working Group for the Entry into Force of the ICA 2022 will report on the progress made.	
<b>5. Report on the work of the ICO and market situation – to note</b>	
The Executive Director will present a report on the work of the Organization, highlighting progress, achievements, challenges, opportunities and constraints, with a focus on the execution of the Programme of Activities, including on the regulatory framework, partnerships and voluntary contributions.	

<b>5.1</b>	<b>Coffee Development Report (CDR) 2022/23 – to note</b> The Head of Operations will report on the Coffee Development Report 2022/23.	to follow
<b>5.2</b>	<b>Special Fund – to note</b> A report on the use of the Special Fund will be presented.	to follow
<b>6.</b>	<b>Financial and administrative matters</b>	
<b>6.1</b>	<b>Finance and Administration Committee – to note</b> The Chair of the Finance and Administration Committee will report on the meeting of the Committee, including the Financial Situation.	to follow
<b>6.2</b>	<b>Report on collection of contributions from Members in arrears– to note</b> The Chair of the Finance and Administration Committee will report.	to follow
<b>6.3</b>	<b>Draft Administrative Budget for coffee year 2024/25 – to consider and, if appropriate, to approve</b> The Chair of the Finance and Administration Committee will report.	to follow
<b>6.4</b>	<b>Distribution of votes for the calculation of contributions for coffee year 2024/25 – to consider and, if appropriate, to approve</b> Documents containing the statistical basis for the proposed distribution of votes for exporting and importing Members and the initial distribution of votes for coffee year 2024/25 will be considered by the Council.	to follow
<b>6.5</b>	<b>Salary scales and basis for contributions to the Provident Fund – to consider and, if appropriate, to approve</b>	to follow
<b>6.6</b>	<b>Publication of documents of an administrative and financial nature – to consider and, if appropriate, to approve</b>	<a href="#">ED-2466/24</a>
<b>6.7</b>	<b>Premises – to consider</b> The Executive Director will report.	<a href="#">ED-2455/24</a> <a href="#">ED-2464/24 Rev. 1</a>
<b>7.</b>	<b>Sustainability and partnerships</b>	
<b>7.1</b>	<b>Coffee Public-Private Task Force (CPPTF) and CEOs &amp; Global Leaders Forum (CGLF)</b> The Executive Director will present: <ul style="list-style-type: none"> <li>The outcome of the 6<sup>th</sup> CEOs &amp; Global Leaders Forum held on 11 September 2024 – <i>to note the report of the 6<sup>th</sup> CGLF</i></li> <li>Recommendations of the CPPTF – Joint Communiqué – <i>to consider and, if appropriate, to approve</i></li> </ul>	to follow
<b>7.2</b>	<b>Coffee sector regulatory framework – to note</b> The Executive Director will report on the actions identified and taken to address questions related to the latest coffee sector regulations.	verbal
<b>7.3</b>	<b>Funding mechanisms and opportunities for the coffee sector – to note</b> The Head of Operations will report.	verbal
<b>8.</b>	<b>Report of meetings of committees and other bodies</b>	
<b>8.1</b>	<b>Joint Committee – to note</b> The Chair of the Joint Committee will report.	verbal
<b>8.2</b>	<b>Focus Group on Specialty Coffee – to note</b> The Executive Director will report.	verbal
<b>9.</b>	<b>Office holders and committees</b>	
<b>9.1</b>	<b>Chair and Vice-Chair and composition of committees– to consider and, if appropriate, to approve</b> The spokespersons of the Exporting and Importing Members will submit their nominations for Chairs, Vice-Chairs and members of Committees	to follow

**9.2 Chair and Vice-Chair and composition of the Private Sector Consultative Board for 2023/24 and 2024/25 – to consider and, if appropriate, to approve** to follow

**9.3 Chair and Vice-Chair of the Council – to elect** verbal  
According to Article 10 of the 2007 Agreement, the Chair and the Vice-Chair for coffee year 2024/25 should be elected from among the representatives of exporting and importing Members, respectively.

**10. Credentials – to consider and, if appropriate, to approve** verbal  
The Chair will examine the credentials with the assistance of the Secretariat and report to the Council.

**11. Future meetings – to consider** verbal  
Members are invited to suggest topics for presentations during the next Session, for inclusion on the agenda, and improvements to future meeting arrangements.

**12. Other business – to consider** verbal

**Closing session** verbal

#### REFERENCE DOCUMENTS

[International Coffee Agreement 2007](#)

[Five-Year Action plan for the International Coffee Organization](#)

[Rules of the International Coffee Organization](#)