

**Working Group for the Entry into Force (WGEF)
of the International Coffee Agreement 2022**

6th Meeting

13 May 2024

London, United Kingdom

**Affiliate Members: draft procedures
for appraisal of applications**

Background

1. As per the provisions of the International Coffee Agreement (ICA) 2022, an entity of the private sector and civil society will be eligible to be considered for affiliate membership¹ once the ICA 2022 enters into force.
2. Following discussions within the WGEF, India submitted a document ([WGEF-11/24](#)) containing proposed eligibility criteria, a procedure for application and a contributions system for Affiliate Members' participation in the activities of the International Coffee Organization (ICO) through the Board of Affiliate Members (BAM). Since then, participants have started to elaborate on the suggestions put forward.
3. **Annex I** takes into account Members' and the Secretariat's most recent comments. Square brackets indicate areas which require further consideration, while content in red shows revisions made since the original proposal.

Action

The WGEF is requested to consider the attached proposal regarding Affiliate Members of the ICO.

¹ See paragraph (1) of Article 6 of the ICA 2022.

**[AFFILIATE MEMBERS] [AFFILIATION]:
PROCEDURES FOR APPRAISAL OF APPLICATIONS**

1. Eligibility criteria

The private sector/civil society entity wishing to apply for Affiliate Member status shall:

- (a) be an integral part of coffee value chain and/or directly working to promote the coffee sector;
- (b) have been operating for at least [three] years;
- (c) provide [three] years' worth of accounts, reviewed by a recognized independent auditor;
- (d) [have high credibility] and have their application endorsed² by one of the Member countries; and
- (e) clearly state how it intends to promote at least one of the ICO objectives foreseen in Chapter I, Article 1 of the ICA 2022 by submitting a [declaration] [affidavit] containing:
 - (i) the objectives of the ICA under which the entity intends to work;
 - (ii) deliverables and outcomes to be achieved;
 - (iii) [duration of the projects implementation plan]; and
 - (iv) fund availability and source.

2. Procedure to apply

Applications for Affiliate Member status shall be considered by the Council once compliance with the abovementioned criteria has been verified by [the Secretariat] [an established Evaluation Committee]. Following approval by the Council, the new Affiliate Member shall be subject to the following terms and conditions:

- (a) Affiliate Member status shall be reviewed every coffee year by the Council.³
- (b) [Membership shall expire after three years].
- (c) [Affiliate Members shall submit a [declaration][affidavit] committing to uphold the objectives of the ICO and not engage in activities that may contradict them].
- (d) An ICO Member may request that any Affiliate Member be suspended in case of [a valid reason] [a breach of the abovementioned declaration]. The decision to suspend the Affiliate Member shall be made by the Council.

² As per paragraph (2) of Article 6 of the ICA 2022.

³ As per paragraph (4) of Article 6 of the ICA 2022.

3. Contributions system

Private Sector	
Farmers, farmers' organizations and cooperatives, and other producers	X
Micro-, Small- and medium-sized enterprises (MSMEs)	2X
Social enterprise	2X
Large national and multinational companies	50X
Financial institution	5X
Industry and trade associations	10X
Civil Society	2X