



Finance and Administration Committee

67th Meeting

20 March 2026

London, United Kingdom

Draft Agenda

Item	Document
1. Draft Agenda – to adopt	FA-410/26
2. Salary scales and basis for contributions to the Provident Fund – <i>to consider and, if appropriate, to recommend for approval</i> The Committee will consider proposals for the revision of salary scales for staff in the professional and higher categories	FA-406/26 Rev. 2
3. Draft Administrative Budget for financial year 2026/27 – <i>to consider</i> The Committee will consider the draft Administrative Budget for the financial year 2026/27.	FA-411/26
4. Other business – <i>to consider</i>	verbal
5. Next meeting – <i>to note</i> Members are invited to suggest matters for consideration at the next meeting. The next meeting will take place on a date to be determined by the Committee.	verbal

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](#)

[International Coffee Agreement 2007 \(ICA 2007\)](#)