



Finance and Administration Committee

69th Meeting

27 August 2026

London, United Kingdom

Draft Agenda

Item	Document
1. Draft Agenda – to adopt	FA-418/26
2. Report of the 68th meeting held on 17 June 2026 – to consider and, if appropriate, to approve	FA-417/26
3. Draft Administrative Budget for financial year 2026/27 – to consider and, if appropriate, to recommend for approval The Committee will consider the draft Administrative Budget for financial year 2026/27.	FA-411/26 Rev. 2
4. Financial situation – to note The Head of Finance and Administration will report on the financial situation as at 31 July 2026 and the cash forecast.	FA-420/26
5. Outstanding contributions – to consider	FA-421/26
5.1 Report on collection of contributions from Members in arrears The Head of Finance and Administration will report on progress in recovering arrears, including contacts with Members with longstanding arrears.	
6. Post of Executive Director – Mandate 2027-2032 – to consider	ICC-129-6
7. Other business – to consider	verbal
8. Next meeting – to note 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 \(ICA 2007\)](#)