



Executive Board

270th Meeting
22 September 2009 (09:30)
London, England

Draft Agenda

Item

Document

1. Draft Agenda and schedule of meetings – to adopt

EB-3962/09
Guide to meetings

2. Votes and contributions

to follow

**2.1 Votes in the Council and Executive Board
for coffee year 2008/09 – to approve**

The Secretary will report.

**2.2 Initial distribution of votes in the Council
for coffee year 2009/10 – to note**

to follow

Documents containing the statistical basis for the proposed distribution of votes for exporting and importing Members will be circulated, together with the initial distribution of votes for coffee year 2009/10.

3. Coffee development projects

3.1 Projects under consideration by the ICO – to consider

to follow

New and revised project proposals for consideration in September 2009 should reach the Executive Director by **26 June 2009**. The Head of Operations will introduce the report of the Virtual Screening Committee (VSC) on new proposals to be considered by Members.

**3.2 Projects under consideration by the
Common Fund for Commodities (CFC) – to note**

to follow

The Head of Operations will report on projects under consideration by the CFC, including projects considered by the CFC Consultative Committee in July 2009.

- 3.3 International Coffee Genome Network (ICGN) – to consider** verbal
- The Executive Director will report on follow-up to the ICGN initiative presented in March 2009.
- 4. Implementation of the Coffee Quality-Improvement Programme (CQP) – to consider** to follow
- The Head of Operations will introduce a report on the CQP.
- 5. Financial and administrative matters**
- 5.1 Report of the Finance Committee – to consider** to follow
- The Chairman of the Finance Committee will report on the meeting of the Finance Committee on 21 September 2009, including the financial situation.
- 5.2 Draft Administrative Budget for the financial year 2009/10 – to consider** to follow
- The Board will consider the recommendation of the Finance Committee on the draft Administrative Budget.
- 5.3 Appointment of registered auditors – to consider** verbal
- Under the provisions of Rule 62 of the Rules of the Organization, the Executive Director is required to appoint registered auditors annually in consultation with the Executive Board. The Board will consider the recommendation of the Finance Committee.
- 5.4 Payment of arrears – to consider** verbal
- Under the provisions of Resolutions 429 (Uganda), 430 (Democratic Republic of Congo) and 437 (Nicaragua), the Executive Director was requested to inform the Executive Board of compliance with the terms of these Resolutions. The Executive Director will report.
- 5.5 Finance Committee 2009/10 – to appoint** verbal
- The terms of reference of the Finance Committee under the ICA 2001 (document WP-Finance 2/04) provide that the Executive Board shall appoint the representatives of the Finance Committee at its September meeting. The Board may wish to consider appointing the representatives of the Committee for a further year, pending the entry into force of the ICA 2007.
- 5.6 Other financial and administrative matters – to approve** to follow
- A document containing proposals for revisions to the basis for contributions to the Provident Fund for staff in the Professional and higher categories will be circulated.
- 6. Other business – to consider** verbal
- 7. Future meetings – to note** verbal
- The date of the next meeting of the Executive Board will be confirmed.