



Executive Board

271st Meeting

1 March 2010 (14:30)

Guatemala City, Guatemala

Draft Agenda

Item	Document
1. Draft Agenda and schedule of meetings – to adopt	EB-3968/09 Guide to meetings
2. Votes in the Council and Executive Board for coffee year 2009/10 – to approve The Secretary will report.	to follow
3. Programme of activities for 2010/11 – to consider A document containing a draft programme of proposed activities in coffee year 2010/11 will be circulated. The Board will consider this prior to submitting a recommendation to the Council.	to follow
4. Coffee development projects	
4.1 Projects under consideration by the ICO – to consider New and revised project proposals for consideration in March 2010 should reach the Executive Director by 18 December 2009 . The Head of Operations will introduce the report of the Virtual Screening Committee (VSC) on proposals to be considered by Members.	to follow
4.2 Projects under consideration by the Common Fund for Commodities (CFC) – to note The Head of Operations will report on projects under consideration by the CFC, including projects considered by the CFC Project Appraisal Committee and Consultative Committee in January 2010.	to follow
4.3 International Coffee Genome Network (ICGN) – to consider The Executive Director will report on consultations with research institutions in exporting Members in connection with the ICGN.	verbal

5. Implementation of the Coffee Quality-Improvement Programme (CQP) – to consider to follow

The Head of Operations will introduce reports on gradings for Arabica and Robusta coffees and the implementation of the CQP.

6. Financial and administrative matters

6.1 Finance Committee 2009/10 – to appoint verbal

The Board will appoint the Finance Committee for 2009/10, pending the entry into force of the International Coffee Agreement 2007.

6.2 Administrative Accounts of the Organization for the financial year 2008/09 and Report of the Auditors – to recommend for approval by the Council to follow

Rule 62 of the Rules of the Organization provides that the Executive Director shall submit to the Council through the Executive Board the Accounts of the Organization and the Report of the Auditors thereon in accordance with the provisions of Article 27 of the Agreement.

6.3 Payment of arrears – to consider verbal

Under the provisions of Resolutions 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.

6.4 Other financial and administrative matters – to approve to follow

A document containing proposals for revisions to salary scales, language allowance and the basis for contributions to the Provident Fund for staff in the General Service category will be circulated.

7. Other business – to consider verbal

8. Future meetings – to note verbal

The date of the next meeting will be confirmed by the Secretariat.