



International Coffee Organization
Organización Internacional del Café
Organização Internacional do Café
Organisation Internationale du Café

EB 3956/08

14 November 2008
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Executive Board
269th Meeting
17 March 2009
London, England

Draft Agenda

Item	Document
1. Draft Agenda and schedule of meetings – to adopt	EB-3956/08 Guide to meetings
2. Votes in the Council and Executive Board for coffee year 2008/09 – to approve The Secretary will report.	to follow
3. Programme of activities for 2009/10 – to consider A draft programme of proposed activities in coffee year 2009/10 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 2009 should reach the Executive Director by 19 December 2008 . The report of the Virtual Screening Committee (VSC) will be circulated.	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 Consultative Committee in January 2009.	to follow
5. Implementation of the Coffee Quality-Improvement Programme (CQP) – to consider The Head of Operations will introduce a report on the CQP.	to follow

6. Financial and administrative matters

6.1 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 16 March 2009, including the financial situation and the draft Administrative Budget for the financial year 2009/10.

6.2 Administrative Accounts of the Organization for the financial year 2007/08 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 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.

6.4 Other financial and administrative matters – *to approve* to follow

Documents containing proposals for revisions to salary scales and the basis for contributions to the Provident Fund for staff in the General Service category, and proposals for the revision of education grant and dependency allowances for staff in the Professional and higher categories 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.