



INTERNATIONAL COFFEE ORGANIZATION
ORGANIZACIÓN INTERNACIONAL DEL CAFÉ
ORGANIZAÇÃO INTERNACIONAL DO CAFÉ
ORGANISATION INTERNATIONALE DU CAFÉ

ED 2102/10

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ICO/IACO statistical training workshop

Moshi, Tanzania, 16 – 18 February 2011

1. The Acting Executive Director presents his compliments and has the pleasure of inviting African Members to attend an ICO/IACO workshop on coffee data collection, analysis, management, transmission and storage from Wednesday 16 to Friday 18 February 2011. The workshop is jointly organized by the ICO and IACO and will take place in Moshi, Tanzania. The training will be given concurrently in English and French by Ivan Carvalho, ICO Statistician, and Dr Kwaku Owusu Baah, Director of Economic Studies, IACO.
2. The objective of the workshop is to improve compliance by African Members with ICO and IACO statistical Rules and coffee data management in support of coffee sector policy formulation. A copy of the outline programme is attached.
3. There is a registration fee of US\$200 for each participant to help defray some of the costs of providing logistical support. The training is open to Members of the ICO and IACO and representatives of private sector coffee trade associations in the African region. ICO and IACO Members are requested to disseminate information about the workshop to the coffee sectors within their countries.
4. A maximum of two participants from each country may attend. It is recommended that participants should be responsible for coffee data collection and management in their countries.

Registration

5. If you would like to attend, please complete and return the attached form by 31 December 2010 by post or email to:

Secretary-General
Inter African Coffee Organisation (IACO),
CAISTAB Building 3rd Floor, Plateau,
P.O. Box V210, Abidjan, Côte d'Ivoire

Email: bkwaku@iaco-oiac.org.

OUTLINE PROGRAMME
ICO/IACO TRAINING IN COFFEE DATA COLLECTION,
ANALYSIS, MANAGEMENT, TRANSMISSION AND STORAGE

16 – 18 FEBRUARY 2011

Wednesday 16 February

- 09:00 – 10:00 Registration
- 10:00 – 13:00 Introduction to ICO Rules on Statistics by Ivan Carvalho, Statistician, ICO
- 13:00 – 14:30 Lunch break
- 14:30 – 17:30 Training on Rules on Statistics: Certificates of Origin (document ICC-102-9)

Thursday 17 February

- 10:00 – 13:00 Training on Rules on Statistics: Statistical reports (document ICC-102-10)
- 13:00 – 14:30 Lunch break
- 14:30 – 17:30 Discussions on statistics

Friday 18 February

- 10:00 – 13:00
- Introduction to IACO coffee data needs by Dr Kwaku Owusu Baah, Director of Economic Studies, IACO
 - Methodological approach for data collection
 - Data analysis and presentation
- 13:00 – 14:30 Lunch break
- 14:30 – 17:30 Data submission and timelines



INTERNATIONAL COFFEE ORGANIZATION

22 Berners Street
London W1T 3DD
United Kingdom

**ICO/IACO STATISTICAL TRAINING WORKSHOP
16 – 18 February 2011
Moshi, Tanzania**

ATTENDANCE FORM

I will/will not* attend the ICO/IACO statistical workshop from 16 – 18 February 2011 (a separate form should be completed for each participant).

Name of ICO/IACO Member country:

Name:

Position:

Organization/company:

Phone:

Fax:

Email:

There is a registration fee of US\$200 to attend payable in cash, by cheque or by telegraphic transfer to Citibank in Abidjan with the following details:

Account name: Inter African Coffee Organisation
IBAN: A0118 01001 000 112185038 44
SWIFT: CITICIAX
Account number: 0112185038 (USD OIAC/BAD)

() *I enclose a registration fee of US\$200 (N.B. cheques must be payable to Inter African Coffee Organisation)*

() *I will pay the registration fee of US\$200 in cash at the workshop*

() *I will pay the registration fee of US\$200 by telegraphic transfer*

** Please delete as appropriate*

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