



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

ED 1983/06

21 February 2006
Original: English

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- **International Coffee Council**
- **Executive Board**
- **Private Sector Consultative Board**
- **Statistics Committee**
- **Promotion Committee**

**Convocation of ICO meetings
(22 – 25 May 2006)**

Meetings and venue

1. The Executive Director presents his compliments and wishes to inform ICO Members and observers about the 95th Session of the International Coffee Council and other ICO meetings which will take place from 22 to 25 May 2006. The meetings will take place at the headquarters of the Organization at 22 Berners Street, London W1T 3DD (Tel: +44 (0) 20 7580 8591, Fax: +44 (0) 20 7580 6129, Email: info@ico.org).

Future of the 2001 Agreement

2. In January 2006, the Executive Board highlighted the importance of discussions on the future of the 2001 Agreement taking place in the Council as well as the Board, to facilitate transparency and full participation by Members. It decided that at the meetings in May, Members should examine the extent to which the objectives of the Agreement had been achieved and areas where changes were required, and then consider procedures which might be required to accomplish such changes. The Secretariat's report on progress on achieving the objectives has been circulated as document EB-3902/05. Members are invited to consult stakeholders in their countries (including the private sector and civil society), and where possible to submit their views in writing on progress on the objectives and the future of the Agreement in advance, to assist Members in preparing for discussions in the Council. A copy of a questionnaire circulated in document ED-1973/05 is attached as Annex I for Members to use as a basis for their responses, if so wished.

Agendas and arrangements

3. A draft schedule is attached together with draft Agendas for these meetings (documents ICC-95-0; EB-3911/06; PSCB No. 81/06; WP-Statistics No. 96/06 and PC-34/06) and a Guide to meetings (document EB-3899/05) containing information on arrangements for meetings, hotels and a map showing the location of the ICO.

4. As requested by the Board, the agendas have been streamlined in order to allow time for discussions on the future of the Agreement, mainly by the Council. Members wishing to suggest any additional matters for consideration or decision, or wishing to make presentations during the meetings are requested to advise the Executive Director in writing no later than **21 April 2006**. Any documents for circulation or consideration at the meetings should also reach the Secretariat (info@ico.org) no later than **21 April 2006**, to ensure that they can be translated and circulated to Members in advance. The deadline for receipt of new project proposals for consideration by the Executive Board is 20 March 2006.

Programme

Meeting	Date (time of first meeting)	Open to
International Coffee Council (95th Session)	22 – 25 May 2006 (09.30)	Members and observers from non-member countries, international organizations and private sector associations
Executive Board	23 – 24 May 2006 (09.30)	Members
Private Sector Consultative Board (PSCB)	24 May 2006 (09.30)	PSCB representatives and observers from private sector associations
Statistics Committee	24 May 2006 (10.30)	Statistics Committee members, Members, private sector representatives, experts in coffee statistics. Non-members may participate in an advisory capacity
Promotion Committee	25 May 2005 (09.30)	Members, private sector representatives, and observers from non-member countries and other organizations

Members – notification of attendance

5. **Members are reminded that Rule 3 of the *Rules of the Organization* (document EB-3820/02) requires them to inform the Executive Director, in writing, as soon as possible after receiving this communication, of the composition of their delegations.** Members are requested to ensure that their credentials are sent to the Organization well in advance of the meeting. Credentials should be issued in writing by a relevant Ministry or government agency of that country or by a representative of the Diplomatic Mission of the Member concerned either in the country where the seat of the Organization is located or where a session takes place. Faxed credentials may be accepted; however, Members are requested to provide original credentials after the session for record purposes.

The credentials of delegations will be examined by the Chairman, with the assistance of the Secretariat, who will report to the Council. The List of Delegations will be based on credentials received from Members and responses received from observers.

Observers – notification of attendance

6. Observers from non-member countries, international organizations and private sector associations wishing to attend the Council session and/or other ICO meetings are requested to inform the Executive Director of the meetings they wish to attend either by email to: info@ico.org or by completing and returning the form attached to the back of this document to the Secretariat by **5 May 2006**.

Registration

7. For the purposes of identification and security all participants attending the meetings are required to register on arrival at the Information desk, and to wear the badges issued to them during all meetings listed above.

Interpretation

8. One team of interpreters will be available from 22 to 25 May 2006.



**ICO MEETINGS
(May 2006)**

ATTENDANCE FORM – OBSERVERS

I will attend the following meetings to be held at the headquarters of the International Coffee Organization in London in May 2006:

	Yes*	No*
95 th Session of the Council (22 - 25 May)	<input type="checkbox"/>	<input type="checkbox"/>
Private Sector Consultative Board (24 May)	<input type="checkbox"/>	<input type="checkbox"/>
Statistics Committee (24 May)	<input type="checkbox"/>	<input type="checkbox"/>
Promotion Committee (25 May)	<input type="checkbox"/>	<input type="checkbox"/>

* Please tick as appropriate

as a member of the delegation of:
*(please state name of PSCB association/
observer organization or country as appropriate)*

Name: Surname:

Name on registration badge:

Title or official position:

Organization/company:

Address:

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Country: Phone:

Fax: Email:

Signature:

Please return to:

Executive Director
International Coffee Organization
22 Berners Street
London W1T 3DD
Tel.: +44 (0) 20 7580 8591
Fax: +44 (0) 20 7580 6129
Email: info@ico.org

International Coffee Agreement 2001

Is there a need for substantial changes to the 2001 Agreement?

Identify the strengths of the 2001 Agreement.

Identify any perceived constraints or weaknesses of the 2001 Agreement.

Identify possible improvements or changes to the objectives (Article 1).

New and emerging issues

Identify new and emerging issues which have implications for the Agreement, including those arising from the 2nd World Coffee Conference.

Identify your views on the relationship between the ICO and other relevant international organizations, treaties and processes.

Institutional and organizational issues

Organizational structure

Should the organization of the Council and its subsidiary bodies remain the same or be changed? If so, how?

Views on the frequency and duration of meetings for the Council, Board and subsidiary bodies.

Is the structure and scope of work of the Secretariat adequate as it is or should it be changed?

Funding mechanisms

Should there be other ways to finance the work of the ICO beyond the current sources?

Continuity

Can changes sought be introduced by amendment or resolution?

Are there ways of reducing the administrative implications (particularly financial and legal) of renegotiation compared with amendment?

Other issues

Please provide any other comments on the 2001 Agreement and the ICO in relation to the discussions on the future of the Agreement.

As at 21 February 2006 – DRAFT

**ICO MEETINGS (22 – 25 May 2006)
PROVISIONAL PROGRAMME**

Monday 22 May		Room	Open to	
08.30 – 09.15	Briefing meeting	ED's office	Restricted	Chairmen and invited Members.
08.30 onwards	Registration	Council Lounge	ICO Members and observers	Accreditation/registration of participants
09.30 – 13.00	Council	Council Chamber	ICO Members and observers	Introduction of key Agenda items/ approval of recommendations <ol style="list-style-type: none"> 1. Draft Agenda and schedule of meetings 3. Membership of the ICA 2001 3.1 Current situation 3.2 Accession of Timor-Leste 4. Coffee market situation 5. 2nd World Coffee Conference (<i>timing to be confirmed</i>) 7.2 Projects for approval by the Council 15.1 Administrative Accounts of the Organization 11. Studies 12. Phytosanitary matters
13.00 – 14.30 Lunch break				
14.30 – 18.00	Council	Council Chamber	ICO Members and observers	Discussions on the future of the Agreement <ol style="list-style-type: none"> 6. Future of the ICA 2001
Tuesday 23 May		Room	Open to	
08.30 – 09.15	Briefing meeting	ED's office	Restricted	Chairmen and invited Members. (if required)
09.30 – 13.00	Executive Board	Boardroom	ICO Members	Streamlined Agenda/ Presentations on projects at this session <ol style="list-style-type: none"> 1. Draft Agenda and schedule of meetings 2. Votes in the Council and Executive Board for 2005/06 5. Coffee development projects 5.1 Projects under consideration by the CFC 5.2 Projects under consideration by the ICO 3. Future of the ICA 2001
13.30 – 14.30 Lunch break				
14.30 – 18.00	Council	Council Chamber	ICO Members and observers	6. Future of the ICA 2001
Wednesday 24 May		Room	Open to	
08.30 – 09.15	Briefing meeting	ED's office	Restricted	Chairmen and invited Members. (if required)
09.30 – 13.00	PSCB	Boardroom	Restricted	PSCB representatives and observers from private sector associations
10.30 – 13.00	Statistics Committee	Committee Room	Statistics Committee and observers	
13.00 – 14.30 Lunch break				
14.30 – 17.30	Executive Board	Boardroom	ICO Members	<ol style="list-style-type: none"> 4. Programme of activities for 2006/07 6. Studies 7. Implementation of the CQP 8. Financial and administrative matters 8.1 Financial situation 8.2 Draft Administrative Budget for 2006/07 8.3 Payment of arrears 8.4 Other financial and administrative matters 9. Other business 10. Future meetings
17.30 – 18.30	Coordination meetings	Boardroom/ Council chamber	ICO Members	Provisional – if required

Thursday 25 May				
	Room	Open to		
08.30 – 09.15	Briefing meeting	ED's office	Restricted	Chairmen and invited Members. (if required)
09.30 – 10.30	Promotion Committee	Council Chamber	ICO Members and observers	
10.30 – 13.00	Council	Council Chamber	ICO Members and observers	8. Report by the Chairman of the Private Sector Consultative Board (PSCB) 9. Report by the Chairman of the Statistics Committee 6. Future of the ICA 2001 (if required)
For discussion either on the morning or afternoon of Thursday 25, depending on time required for discussions on the future of the Agreement:				
7. Coffee development projects 7.1 Projects already approved by the CFC 10. Sustainability				
13.00 – 14.30 Lunch break				
14.30 – 17.30	Council	Council Chamber	ICO Members and observers	2. Votes and credentials 2.1 Votes in the Council for coffee year 2005/06 2.2 Credentials 13. Cooperation with other agencies 14. National coffee policies 15. Financial and Administrative matters 15.2 Outstanding contributions 16. Other business 17. Future meetings
17.30 – 18.00	Press conference	Committee room	Press	The Executive Director and some Heads of Delegation will brief the press on the outcome of meetings taking place during the week.

Notes:

1. Please note that no coordination meetings have been scheduled. In the event that there is a request for a coordination meeting, this can be scheduled to take place from 18.00 – 19.30 on Monday 22 or from 08.45 – 09.30 during the week. In the case of any coordination meetings starting at 08.45, these should finish promptly to enable Board or Council meetings to start on time.
2. There will be one team of interpreters from 22 – 25 May. Interpretation facilities are not available in the Committee Room.
3. Annex I lists office holders and the composition of ICO bodies for 2005/06.

LIST OF OFFICE HOLDERS FOR COFFEE YEAR 2005/06

International Coffee Council

Chairman: Mr. Saint-Cyr Djikalou (Côte d'Ivoire) ■ 1st Vice-Chairman: Mr. José Antonio Salavarría (El Salvador) ■ 2nd Vice-Chairman: Mr. Jim Howell (United Kingdom) ■ 3rd Vice-Chairman: Mr. Manuel Altimira (Spain)

Executive Board

Chairman: Mr. Mauro Orefice (Italy) ■ Vice-Chairman: Ms. Katarina Kühmayer (Austria)

Exporting Members: Brazil, Colombia, Côte d'Ivoire, Guatemala, Honduras, Indonesia, Kenya, Vietnam

Importing Members: European Community (E.C., Belgium, Germany, Italy, Spain), Japan, Switzerland, United States of America

Private Sector Consultative Board (PSCB) – 2005/06 – 2006/07

Chairman: Dr. Euan Paul (British Coffee Association) ■ Vice-Chairman: Mr. Christian Rasch Topke (ANACAFE)

Producer representatives (*alternates in italics*)

Colombian Milds: Asociación de Exportadores de Café de Colombia (ASOEXPORT), *Sociedad Exportadora de Café de las Cooperativas de Caficultores (EXPOCAFE)*, *Federación Nacional de Cafeteros de Colombia*, Eastern African Fine Coffees Association (EAFCA), *Kenya Planters Coop. Union Ltd**

Other Milds: Confederación Mexicana de Productores de Café, *Organización Centroamericana de Exportadores de Café (ORCECA)*, Asociación Nacional del Café (ANACAFÉ), *Coffee Exporters Association of India*

Brazilian and other Natural Arabicas: Conselho de Exportadores de Café Verde do Brasil (CECAFÉ), *Associação Brasileira da Indústria de Café Solúvel (ABICS)*, *Associação Brasileira da Indústria de Café (ABIC)*, Conselho Nacional do Café (CNC), *Confederação da Agricultura e Pecuária do Brasil (CNA)*

Robustas: Association of Indonesian Coffee Exporters (AEKI), *Uganda Coffee Trade Federation (UCTF)*, Vietnam Coffee-Cocoa Association (VICOFA), *Interprofessional Cocoa and Coffee Council (CICC)*

Consumer representatives (*alternates in italics*)

All Japan Coffee Association (AJCA), European Coffee Federation (ECF), European Coffee Federation (ECF)*, European Coffee Federation (ECF)*, Institute for Scientific Information on Coffee (ISIC), *ISIC*, National Coffee Association of U.S.A. (NCA), *Coffee Association of Canada*, Specialty Coffee Association of America (SCAA), Specialty Coffee Association of Europe (SCAE), *European Decaffeinators Association**

Promotion Committee

Chairman: Dr. Ernesto Illy (Institute for Scientific Information on Coffee - ISIC) ■ Vice-Chairman: Mr. Mick Wheeler (Papua New Guinea)

Steering Group on Promotion (2004/05 – 2005/06)

Chairman: Executive Director ■ *Exporting Members:* Brazil, Colombia, Côte d'Ivoire, Indonesia ■ *Importing Members:* France, Italy, Japan, United Kingdom

PSCB: Chairman and Vice-Chairman ■ *Promotion Committee:* Chairman and Vice-Chairman ■ *ICO:* Executive Director

Statistics Committee – 2004/05 - 2005/06

Chairman: Mr. David Hallam (FAO) ■ Vice-Chairman: to be appointed ■ *Exporting Members:* Mr. Manoel Bertone (Brazil), Mr. Andrés Valencia Pinzón (Colombia) ■ *Importing Members:* Mr. Rob Simmons (LMC International Ltd, UK), Mr. Neil Rosser (Neumann Kaffee Gruppe, Germany) ■ *Executive Director:* Mr. David Brooks (USA), Mr. Corneille Tabalo (D.R. Congo)

Quality Committee

Chairman: Executive Director ■ *Exporting Members:* Brazil, Colombia, Mexico, Indonesia ■ *Importing Members:* E.C., France, Italy, United Kingdom ■ *Private Sector representatives:* CECA, EUCA, ORCECA, VICOFA

Finance Committee – 2003/04 – 2005/06

Chairman: Mr. Mick Wheeler (Papua New Guinea) ■ *Exporting Members:* Brazil, Colombia, Cote d'Ivoire, Papua New Guinea ■ *Importing Members:* Japan, Spain, Switzerland, United Kingdom

Virtual Screening Committee:

Exporting Members: Guatemala, Indonesia ■ *Importing Members:* Germany, Italy, USA

* to be confirmed by the Council in May 2006