



International Coffee Council
106th Session
28 – 31 March 2011
London, United Kingdom

Draft Agenda

Item	Document
1. Draft Agenda and schedule of meetings – to adopt	ICC-106-0 Rev. 2 Guide to meetings
2. Admission of observers – to consider	ICC-106-6
The Council will decide on acceptance of observers, and designate the items on the Agenda open to accepted observers.	
3. Votes and credentials	
3.1 Votes in the Council for coffee year 2010/11 – to approve	ICC-106-5
The Secretary will report.	
3.2 Credentials – to approve	verbal
The Chairman will examine the credentials with the assistance of the Secretariat and report to the Council.	
4. International Coffee Agreement (ICA) 2007	
4.1 Entry into force – to note	verbal
The ICA 2007 entered into force under the provisions of Resolution 444 on 2 February 2011.	
4.2 Membership of the ICA 2007 – to note	ICC-106-7 WP-Council 213/11
The deadline for signature of the 2007 Agreement and the deposit of instruments is 28 September 2011 . The Council will consider a report on the status of membership under the ICA 2007.	
In accordance with Article 43 of the Agreement, the Council will establish procedures for accession to the Agreement.	

4.3 Strategic documents and terms of reference – to approve

As decided at its 103rd Session, the Council will approve the following documents relating to the ICA 2007:

- Strategic Action Plan ICC-105-19
- Development Strategy for Coffee ICC-105-16
- Rules of the Organization ICC-102-7
- Financial Rules and Regulations ICC-102-8
- Rules on Statistics – Statistical Reports ICC-102-10
- Rules on Statistics – Certificates of Origin ICC-102-9
- Rules on Statistics – Indicator Prices ICC-105-17
- Terms of reference for Committees and advisory bodies ICC-106-4
- Conversion factors ICC-106-2
- List of exporting countries and their country codes, ICO Certifying Agents and registered ports of export ICC-106-3

4.4 Statistics Committee – to approve

WP-Council-212/11

The Council will consider a draft decision establishing the Statistics Committee under the ICA 2007.

4.5 Establishment of Committees – to consider and approve

verbal

The Council will consider the composition of the following Committees for the remainder of this coffee year:

- Promotion and Market Development Committee (8 exporting, 3 importing Members)
- Projects Committee (8 exporting, 3 importing Members)
- Finance and Administration Committee (6 exporting, 4 importing Members)
- Statistics Committee (8 exporting, 3 importing Members)

It is proposed that the composition of the PSCB should be considered in September 2011.

4.6 InterAfrican Coffee Organisation – to consider

ICC-106-8 (to follow)

The Council will consider the participation of the InterAfrican Coffee Organisation (IACO) under the provisions of Article 5 of the ICA 2007.

- 5. Coffee market situation – to note** WP-Council 207/11
WP-Council 209/11
Monthly Coffee Market Report – February 2011
- The Executive Director a.i. will introduce an analysis of the market situation. Documents WP-Council 207/11 and 209/11 contain the latest official estimates for the Brazilian coffee crop.
- 6. Annual Review 2009/10 – to note** Annual Review
- The Executive Director a.i. will introduce the Annual Review for 2009/10.
- 7. Post of Executive Director – to consider** ICC-106-9
ICC-106-10
ICC-106-13
ICC-106-14
ICC-106-15
- The Chairman will report on nominations received from Members for the post of Executive Director by the deadline of 15 March 2011. Document ICC-106-15 outlines a format for the review of candidates by the Council in September 2011.
- 8. Consultative Forum on Coffee Sector Finance – to consider** WP-Forum 1/09
WP-Forum 2/09 Rev. 1
WP-Forum 3/09
PSCB-117/09
ICC-103-15
ICC-105-25
- The Council will consider the following matters with a view to preparing for the implementation of the Forum under the ICA 2007:
- Chairman and Vice-Chairman
 - Composition and terms of reference of core group
 - Date of Forum
 - Agenda of the Forum
 - Proposals for organizations to be invited to participate in the Forum
 - Financing of the Forum
- 9. Programme of activities for 2011/12 – to consider** WP-Council 210/11
ICC-105-4
- The Council will consider a draft programme of proposed activities in coffee year 2011/12.
- 10. Studies, reports and seminars**
- 10.1 Studies – to consider**
- As provided for in the programme of activities for 2010/11, the following studies have been circulated:
- **Supply and demand projections (2011 – 2015)** ICC-106-11
 - **Coffee value chain in selected importing countries** ICC-106-1
 - **Coffee price volatility: retail prices** ICC-106-12

10.2 Seminar topic for September 2011 – *to consider* verbal

At decided at the last Session, the Council will consider proposals received from Members by 31 January 2011 for a topic for a seminar or workshop in September 2011.

11. Report by Chairmen of ICO bodies verbal

11.1 Private Sector Consultative Board (PSCB) – *to consider*

11.2 Statistics Committee – *to consider*

11.3 Promotion and Market Development Committee – *to consider*

11.4 Projects Committee – *to note* PJ-7/11

PJ-8/11

The Chairman of the Projects Committee will report on the meeting of 30 March 2011. PJ-6/11

11.4.1 Projects for approval by the Council – *to consider and if appropriate, to approve* PJ-5/11

Document PJ-5/11 contains the report of the Virtual Screening Committee (VSC). The Council will consider the recommendations of the Projects Committee on the following new project proposals:

- Adaptation to climate change in the PROMECAFE region (Central America and the Caribbean) – submitted by PROMECAFE PJ-3/11
- Sustainability of the coffee supply chain versus climate change adaptation and mitigation using the life-cycle assessment (study) PJ-4/11

New and revised project proposals for consideration in September 2011 should reach the ICO by **24 June 2011**.

12. Cooperation with other agencies

12.1 Cooperation with other agencies – *to note* verbal

The Executive Director a.i. will report on the meeting between the CFC and International Commodity Bodies (ICBs) held in March 2011 and on contacts with other ICBs and the CFC on cooperation on information dissemination and development of common communication strategy, including on issues related to climate change.

The Executive Director a.i. will also report on the ICO's submission on the effects of climate change in producing countries to the United Nations Framework Convention on Climate Change in Mexico in November 2010 (see document ICC-105-13). Members will consider the issue of climate change and policies to address it.

The Secretariat is reviewing Memoranda of Understanding and future cooperation with other organizations in the light of the 2007 Agreement. The Executive Director a.i. will report on the preparation of a draft submission for the Fourth United Nations Conference on the Least Developed Countries (LDC-IV) (see document PJ-6/11).

12.2 International Coffee Genome Network (ICGN) – to consider ED-2105/10

A meeting will take place in September 2011 with Members and representatives of research institutions in exporting countries interested in cooperating with the ICGN on the development of a project or programme of work for the coffee genome with long-term benefits for the coffee industry. Members are requested to send the Executive Director a.i. all relevant information (data and research on the coffee genome) **by 30 April 2011** (see ED-2105/10). The Executive Director a.i. will report.

13. 50th anniversary of the ICO – to consider verbal

Members are invited to contribute suggestions to mark the 50th anniversary of the ICO in 2013.

14. National coffee policies – to note verbal

Members are invited to report on changes in coffee policies in their countries and to provide copies of statements and other information for circulation.

15. Financial and administrative matters

15.1 Finance and Administration Committee – to note FA-8/11
FA-7/11 (to follow)
FA/11/11 (to follow)

The Chairman of the Finance and Administration Committee will report on the meeting of 29 March 2011, including the financial situation, the premises, payment of arrears and preliminary discussions on the draft Administrative Budget for 2011/12 together with the cost analysis summary.

15.2 Administrative Accounts of the Organization for the financial year 2009/10 and Report of the Auditors – to approve FA-2/11

The Council will consider the Administrative Accounts of the Organization for the financial year 2009/10 and Report of the Auditors.

15.3 Premises – to consider WP-Finance 85/10

As noted at the last Session, the Council will consider the use of the premises.

15.4 Payment of arrears – to consider FA-10/11

In accordance with the provisions of Resolutions 430 (Democratic Republic of Congo) and 437 (Nicaragua), the Executive Director a.i. will report on compliance with the terms of these Resolutions. Document FA-10/11 contains a report on the issue of participation in projects and countries with outstanding contributions.

15.5 Other financial and administrative matters – to consider FA-3/11

The Council will consider the recommendation of the Finance and Administration Committee on proposals for banks; revisions to salary scales and the basis for contributions to the Provident Fund for staff in the General Service category; a revision to salary scales, allowances and changes to the method of calculating contributions to the Provident Fund for staff in the Professional and higher categories.

FA-4/11
FA-5/11
FA-6/11
FA-9/11

16. Other business – to consider verbal

ICO website

17. Future meetings WP-Council 208/11

Document WP-Council 208/11 contains dates of meetings in 2011/12 and 2012/13 – **to consider**

The next Session of the Council will take place in London from 26 to 30 September 2011 – **to note**

Members are invited to suggest topics for presentations during the next Session, for inclusion on the Agenda, and improvements to future meeting arrangements – **to consider**