



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

ICC 106-15

16 March 2011
Original: English

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

**Review of candidates for the
post of Executive Director of the
International Coffee Organization**

Background

1. At its 105th Session in September 2010, the Council approved the procedures, schedule and terms of reference for the appointment of a permanent Executive Director (see document ICC-105-22). The Council further decided that, in accordance with paragraph (2) of Rule 64 of the Rules of the Organization, the current Head of Operations of the ICO, Mr José Sette, should be Executive Director a.i. from 1 November 2010 until 30 September 2011.
2. The names of four candidates were submitted by the deadline of 15 March 2011 by the Governments of Brazil (Mr Robério Oliveira Silva); Gabon (Mr Christian Ruffin Silvère Ngoua); India (Mr G.V. Krishna Rau) and Mexico (Mr Rodolfo Trampe Taubert); and their curricula vitae have been circulated in documents ICC-106-9, ICC-106-13, ICC-106-14, and ICC-106-10, respectively.
3. This document outlines a format for the review of candidates by the Council in September 2011 and includes the following Annexes:

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|-----------|--|
| Annex I | Appointment of the Executive Director: Procedures and schedule, terms of reference (document ICC-105-22) |
| Annex II | Membership of the International Coffee Agreement (ICA) 2007 and the ICA 2001 |
| Annex III | Article 14 (Decisions of the Council) of the ICA 2007 |

Action

The Council is requested to consider this document.

REVIEW OF CANDIDATES FOR THE POST OF EXECUTIVE DIRECTOR OF THE INTERNATIONAL COFFEE ORGANIZATION

Screening Committee

1. The terms of reference provide that the Council may decide in March 2011 to establish a Screening Committee composed of six exporting and six importing Members, who shall review the list of candidates and recommend to the Council no more than five candidates to be invited to the September Council Session to make presentations.

2. As only four candidates have been nominated, it is suggested that there is no need to establish a Screening Committee.

Presentations

3. As specified in the terms of reference, each candidate shall make a presentation to the Council which shall address the present and future role of the ICO in the coffee sector and the candidate's ability to lead the Organization to achieve the objectives of the Agreement. It is suggested that each candidate should be invited to make a presentation of up to 20 minutes to the Council, to be followed by questions from Council Members during a further 25 minute period. It is proposed that candidates should only attend their own presentation, and be absent at the time of any decision or vote on the matter.

4. The order of presentations shall be chosen at random. Candidates may make use of Powerpoint and may provide a copy of their presentation in advance for distribution to Members at the time of the Council Session. The following documents shall be sent in advance to all candidates to assist them in preparing their presentations, and the Executive Director a.i. shall be available for consultations as required.

- Country contacts for ICO Members
- Latest report on coffee market
- ICA 2007
- Annual Review
- Action Plan on Promotion (PC-13/03 Rev. 2)
- Resolution 420 (Coffee Quality-Improvement Programme)
- Development strategy for coffee (ICC-105-16)
- Strategic action plan for the ICO (ICC-105-19)
- Terms of reference for Committees and advisory bodies (ICC-106-4)

- Programme of activities for current coffee year
- Latest report on projects
- Draft Administrative Budget for 2011/12
- Administrative Accounts of the Organization for the financial year 2009/10 and Report of the Auditors (FA-2/11)
- Latest document on the financial situation
- Step-by-step Guide to promote coffee consumption
- Rules on Statistics
- Review of themes raised in the World Coffee Conference (ICC-105-4)

Decisions

5. In accordance with the provisions of Article 11 (Sessions of the Council) of the ICA 2007, the quorum required for a Council session to take decisions shall be the presence of more than half of the number of exporting and importing Members representing respectively at least two-thirds of the votes for each category.

6. Following the presentations by candidates at the Council Session in September 2011, the Council shall consider and decide on the appointment of the Executive Director.

7. As provided for in Article 14 (Decisions of the Council) of the ICA 2007, the Council shall endeavour to take a decision on this matter by consensus. If consensus cannot be reached, it may take a decision by a distributed majority vote of 70% or more of exporting Members, present and voting, and 70% or more of importing Members, present and voting, counted separately.

Votes and contributions

8. The initial distribution of votes for 2010/11 was approved by the Council in September 2010 (see document EB-3979/10). Following the entry into force of the ICA 2007 on 2 February 2011, document ICC-106-5 containing a redistribution of votes has been prepared, as provided for in paragraph (7) of Article 12, and will be considered by the Council in March 2011. A further redistribution will be prepared in September 2011. The redistribution takes into account membership of the 2007 Agreement; countries which were Members under the ICA 2001 but have not yet completed procedures for the ICA 2007 will not be entitled to votes.

9. The Administrative Budget for 2010/11 was also approved by the Council at that time (document ICC-105-20). Under the provisions of Article 20 of the 2007 Agreement, the

contribution of each Member to the Budget for the financial year shall be in the proportion which the number of its votes at the time the Administrative Budget for that financial year is approved bears to the total votes of all the Members. The redistribution of votes does not affect the assessment of contributions, which was approved on the basis of EB-3979/10: paragraph (3) of Article 20 provides that 'assessments made upon other Members for the current financial year shall not be altered'.

10. Under the provisions of Article 21, countries have six months to pay their full contribution to the Budget (by 31 March 2011 in the current financial year), following which, if the contribution is outstanding, their voting rights and rights to participate in specialized committees are suspended. Annex II contains a list of Members of the ICA 2007 together with a list of Members of the ICA 2001 which have not yet completed the procedures for membership of the 2007 Agreement. Information about votes/outstanding contributions as at 7 March 2011 is contained in document ICC-106-5.

Observers

11. It is proposed that the Session of the Council at which candidates are reviewed should be open to representatives of Member countries under the 2001 Agreement which have not yet completed procedures for the 2007 Agreement, in an observer capacity, and to the Chairman of the Private Sector Consultative Board. The Executive Director a.i. wrote to countries which had not yet completed the full procedures in February 2011 to inform them about this matter.

12. Observers from non-member countries, intergovernmental organizations etc. shall not be invited to attend the discussions on this Agenda item.

13. The following representatives of the Secretariat shall be present: Executive Director a.i., Head of Finance and Administration, and Secretariat Officer.



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

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Original: English

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International Coffee Council
105th Session
21 – 24 September 2010
London, England

Appointment of the Executive Director:

- **Procedures and schedule**
- **Terms of reference**

Background

This document contains the procedures, schedule and terms of reference for the appointment of a permanent Executive Director, which were approved by the Council at its 105th Session from 21 to 24 September 2010.

As indicated in the attached schedule, Member Governments are requested to forward the names of their endorsed candidates to the Secretariat no later than **15 March 2011**.

DECISION ON THE APPOINTMENT OF THE EXECUTIVE DIRECTOR

Taking into account the Council decision¹ to accept the resignation of the Executive Director and to appoint the Head of Operations as Officer in charge for the period 1 November 2010 to 30 September 2011.

The Council establishes the following terms of reference and procedures for the appointment of a permanent Executive Director and:

Procedures and schedule

Requests Member Governments to use transparent processes to encourage suitable candidates to indicate their interest in the position, taking into account the terms of reference attached as Annex I. Candidates for the position must be endorsed by a Member Government and only one candidate can be endorsed by each Member Government.

Requests Member Governments to forward names of endorsed candidates to the Secretariat, no later than **15 March 2011**.

Requests the Secretariat to compile the names of all candidates and distribute this list to Members in the documents for the March Session of the Council.

Decides to establish at the Council Session in March 2011, if necessary, a Screening Committee, composed of six Exporting Members and six importing Members. The Screening Committee shall review the list of candidates and recommend to the Council no more than five candidates to be invited to the September 2011 Council Session in order to make presentations on their candidacy. Presentations shall address the present and future role of the ICO in the coffee sector and the candidate's ability to lead the Organization to achieve the objectives of the Agreement. In making its recommendation to the Council, the Screening Committee shall use transparent and objective criteria.

If the establishment of the Screening Committee is necessary, its report and recommendation shall be distributed to Members no later than **30 June 2011**. Members who wish to comment on the recommendations of the Screening Committee shall provide those comments in writing no later **31 July 2011**.

Following the presentations by candidates at the Council Session in September 2011, the Council shall consider and decide on the appointment of the Executive Director.

¹ See paragraph 25 of ICC-105-24, Decisions and Resolutions adopted at the 105th Session of the International Coffee Council.

TERMS OF REFERENCE FOR THE POST OF EXECUTIVE DIRECTOR OF THE INTERNATIONAL COFFEE ORGANIZATION

A successful candidate will have deep knowledge of the coffee sector and relevant wide experience. A successful candidate will also demonstrate sound management skills in the management of an organization with the size and complexity of the International Coffee Organization, including management of personnel and budgets. Experience raising financial support would be useful. Experience conducting analytic studies, including economic studies, as well as developing and implementing capacity building projects would be desirable.

Candidates should have the qualities to command wide support among the membership of the International Coffee Organization, and must, at a minimum, meet the following:

(a) Nationality

Candidates shall be nationals of ICO Member countries and shall be endorsed by their respective Governments. Only one candidate per country can be endorsed.

(b) Background

Candidates shall have earned at least one University Degree from a recognized University or Institution of Higher Education.

(c) Professional experience

Candidates shall have at least fifteen (15) years professional experience with a minimum of five (5) years at a management level in Government, in an international organization, or in a commercial or similar enterprise. Experience within the field of commodities will be considered a particular advantage.

(d) Age

In compliance with U.N. rules there are no restrictions on the age of candidates.

(e) Languages

An excellent knowledge of English, both spoken and written, is essential. Knowledge of one or more of the other official languages of the Organization (French, Portuguese and Spanish) would be desirable.

Terms of appointment

The terms of appointment shall be comparable to those applying to corresponding officials of similar intergovernmental organizations. The initial contract will be for a period of five (5) years and with the possibility of renewal for one 5-year additional term. In no event shall the contract of the Executive Director extend beyond the duration of the International Coffee Agreement.

**MEMBERSHIP OF THE INTERNATIONAL COFFEE ORGANIZATION
UNDER THE INTERNATIONAL COFFEE AGREEMENT 2007
AS AT 15 MARCH 2011**

	DATE OF SIGNATURE	NOTIFICATION OF PROVISIONAL APPLICATION	TYPE OF INSTRUMENT DEPOSITED	DATE OF DEPOSIT OF INSTRUMENT	PERCENTAGE OF VOTES FOR THE PURPOSES OF ENTRY INTO FORCE
A. Governments which have completed all the required procedures					
Exporting Governments (29)					
Angola	19 May 2008		Approval	22 September 2009	0.5
Brazil	19 May 2008		Ratification	2 February 2011	24.4
Burundi	21 September 2009		Acceptance	21 September 2009	0.8
Central African Republic	22 May 2008		Ratification	24 August 2010	0.5
Colombia	20 May 2008	2 December 2008			10.0
Costa Rica	29 May 2008		Ratification	11 December 2009	1.8
Côte d'Ivoire	18 July 2008		Approval	15 October 2008	2.6
Cuba	29 August 2008		Ratification	4 December 2008	0.5
Ecuador	30 September 2008		Ratification	30 September 2008	1.3
El Salvador	25 June 2008		Ratification	4 December 2008	1.7
Ethiopia	28 August 2008		Ratification	8 July 2010	2.8
Gabon	22 July 2008		Acceptance	25 February 2009	0.5
Ghana	11 July 2008		Ratification	17 August 2009	0.5
Honduras	27 June 2008		Ratification	7 June 2010	2.9
India	28 August 2008		Ratification	22 September 2008	3.6
Indonesia	25 June 2008		Ratification	5 February 2009	5.5
Kenya	22 May 2008		Ratification	22 May 2008	1.2
Liberia	26 August 2008		Ratification	6 October 2009	n.a.
Mexico	23 June 2009		Ratification	8 April 2010	2.6
Nicaragua	19 March 2009		Ratification	12 August 2009	1.6
Panama	1 July 2008		Ratification	12 March 2009	0.6
Papua New Guinea	7 November 2008	6 November 2009			1.5
Tanzania	23 July 2008	22 September 2009	Ratification	21 September 2010	1.1
Thailand	4 August 2009		Ratification	4 August 2009	0.8
Timor-Leste	19 August 2008		Ratification	5 January 2009	n.a.
Togo	23 May 2008		Ratification	21 September 2010	0.6
Uganda	21 September 2009		Ratification	1 March 2010	2.7
Vietnam	28 August 2008		Approval	28 August 2008	12.7
Yemen	27 February 2008		Ratification	14 July 2010	n.a.
Total					85.3
Importing Governments (5)					
European Union	17 June 2008		Approval	17 June 2008	68.0
<i>Austria</i>					
<i>Belgium</i>					
<i>Bulgaria</i>					
<i>Cyprus</i>					
<i>Czech Republic</i>					
<i>Denmark</i>					
<i>Estonia</i>					
<i>Finland</i>					
<i>France</i>					

	DATE OF SIGNATURE	NOTIFICATION OF PROVISIONAL APPLICATION	TYPE OF INSTRUMENT DEPOSITED	DATE OF DEPOSIT OF INSTRUMENT	PERCENTAGE OF VOTES FOR THE PURPOSES OF ENTRY INTO FORCE
Importing Governments (contd)					
<i>Germany</i>					
<i>Greece</i>					
<i>Hungary</i>					
<i>Ireland</i>					
<i>Italy</i>					
<i>Latvia</i>					
<i>Lithuania</i>					
<i>Luxembourg</i>					
<i>Malta</i>					
<i>Netherlands</i>					
<i>Poland</i>					
<i>Portugal</i>					
<i>Romania</i>					
<i>Slovakia</i>					
<i>Slovenia</i>					
<i>Spain</i>					
<i>Sweden</i>					
<i>United Kingdom</i>					
Norway	2 June 2010		Ratification	21 September 2010	1.2
Switzerland	22 May 2008		Ratification	11 September 2009	1.8
Tunisia	5 October 2009		Ratification	21 September 2010	n.a.
United States of America	28 August 2008		Acceptance	28 August 2008	21.8
Total					92.8
B. Governments which have signed the Agreement but not completed the required procedures					
Exporting Governments (12)					
Benin	23 September 2009				0.5
Cameroon	23 May 2008				1.2
Congo, Dem. Rep. of	23 September 2009				0.7
Guatemala	29 August 2008				3.6
Guinea	2 July 2008				0.8
Madagascar	25 September 2009				0.6
Malawi	28 August 2008				0.5
Nigeria	21 July 2008				0.5
Paraguay	27 September 2010				0.5
Rwanda	18 July 2008				0.8
Zambia	11 September 2009				0.6
Zimbabwe	20 August 2009				0.6
Total					10.9
Importing Governments (1)					
Turkey	28 August 2008				n.a.

	DATE OF SIGNATURE	NOTIFICATION OF PROVISIONAL APPLICATION	TYPE OF INSTRUMENT DEPOSITED	DATE OF DEPOSIT OF INSTRUMENT	PERCENTAGE OF VOTES FOR THE PURPOSES OF ENTRY INTO FORCE
C. Governments which have not signed the Agreement					
Exporting Governments (7)					
Bolivia					0.6
Congo, Rep.					0.5
Dominican Republic					0.6
Haiti					0.5
Jamaica					0.5
Philippines 1/					0.5
Venezuela, Bolivarian Rep. of					0.6
Total					3.8
Importing Governments (1)					
Japan 2/					7.2
Total					7.2

n.a. = not applicable

Note: The percentage of votes for the purposes of entry into force is based on the initial distribution of votes for coffee year 2007/08: document EB-3934/07.

1/ The Philippines will accede to the ICA 2007 once the Council establishes the procedures for accession.

2/ See document ED-2060/09.

ARTICLE 14

Decisions of the Council

- (1) The Council shall endeavour to take all decisions and to make all recommendations by consensus. If consensus cannot be reached, the Council shall take decisions and make recommendations by a distributed majority vote of 70% or more of exporting Members, present and voting, and 70% or more of importing Members, present and voting, counted separately.
- (2) The following procedure shall apply with respect to any decision by the Council taken by a distributed majority vote:
 - (a) if a distributed majority vote is not obtained because of the negative vote of three or less exporting or three or less importing Members, the proposal shall, if the Council so decides by a majority of the Members present, be put to a vote again within 48 hours; and
 - (b) if a distributed majority vote is again not obtained, the proposal shall be considered not approved.
- (3) Members are committed to accept as binding all decisions of the Council under the provisions of this Agreement.