



International Coffee Council

108th Session

5 – 8 March 2012

London, United Kingdom

Draft Agenda

Item	Document
1. Draft Agenda and schedule of meetings – to adopt	ICC-108-0 Guide to meetings
2. Admission of observers – to consider The Council will decide on the acceptance of observers and designate the items on the Agenda open to accepted observers.	to follow
3. Votes and credentials	
3.1 Votes in the Council for coffee year 2011/12 – to approve The Secretary will report. The Council will consider whether the votes of Liberia and Sierra Leone, two new Members with outstanding contributions, should continue to be restored.	to follow
3.2 Credentials – to approve The Chairman will examine the credentials with the assistance of the Secretariat and report to the Council.	verbal
4. Membership of the International Coffee Agreement (ICA) 2007 – to consider/approve The deadline for the deposit of instruments of ratification, acceptance, approval or accession is 30 September 2012. The Council will consider a report on the status of membership under the ICA 2007.	to follow

5. Annual Review 2010/11 – to note to follow

The Executive Director will introduce the Annual Review for 2010/11.

6. Coffee market situation – to note to follow

The Executive Director will introduce an analysis of the market situation and the latest official estimates for the Brazilian coffee crop.

7. Studies, reports and seminars

7.1 Studies – to consider

As provided for in the programme of activities for 2011/12, the following studies and reports will be circulated:

- Coffee drinking patterns to follow
- Re-exports of coffee to follow

7.2 Seminar topic for September 2012 – to consider verbal

The Council will consider proposals received from Members by 1 January 2012 for a topic for a seminar or workshop in September 2012.

8. Consultative Forum on Coffee Sector Finance – to consider to follow

The Chairman of the Consultative Forum will report to the Council. The Council will consider the following matters:

- 2nd Consultative Forum held on 6 March 2012
- Advisors for the core group for 2011/12
- Date and topic of next Forum

9. Programme of Activities for 2012/13 – to consider to follow

The Council will consider a draft programme of proposed activities in coffee year 2012/13.

- 10. Report by Chairmen of ICO bodies** verbal
- 10.1 Private Sector Consultative Board (PSCB) – to consider**
- 10.2 Statistics Committee – to consider**
- 10.3 Promotion and Market Development Committee – to consider**
- 10.4 Projects Committee – to consider**

- 10.4.1 Projects for approval by the Council – to consider and if appropriate, to approve** to follow

The report of the Virtual Screening Subcommittee (VSS) will be circulated. The Council will consider the recommendation of the Projects Committee on the following new or revised project proposals:

- Improving coffee productivity (submitted by Yemen) to follow
- Financial mechanisms for sustainable coffee (submitted by Colombia) to follow
- Sustainable input credit for financing the production end of the coffee value chains in Kenya, Tanzania and Uganda to follow

- 10.4.2 Concluded projects – to note**

An Executive Summary of the following concluded project will be circulated

- Economic Crises and Commodity dependent Least Developed Countries (LDCs): Mapping the exposure to market volatility and building resilience to future crises to follow

- 11. Cooperation with other agencies – to note** verbal

The Secretariat is reviewing Memoranda of Understanding and future cooperation with other organizations in the light of the 2007 Agreement.

- 12. 50th anniversary of the ICO – to consider** verbal

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

- 13. 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.
- 14. Financial and administrative matters**
- 14.1 Finance and Administration Committee – *to consider/note*** to follow
- The Chairman of the Finance and Administration Committee will report on the meeting of 5 March 2012 and the financial situation. The Council will consider the recommendations of the Committee on the following matters:
- Research into remuneration systems
 - Bank ratings
 - Payment of arrears (including compliance with the provisions of Resolutions 430 (Democratic Republic of Congo) and 437 (Nicaragua))
 - Proposals for the salary scales, allowances and the basis for contributions to the Provident Fund
- 14.2 Administrative Accounts of the Organization for the financial year 2010/11 and Report of the Auditors – *to approve*** to follow
- The Council will consider the Administrative Accounts of the Organization for the financial year 2010/11 and Report of the Auditors.
- 14.3 Draft Administrative Budget for the financial year 2011/12 – *to approve*** to follow
- The Chairman of the Finance and Administration Committee will report.
- 14.4 Premises – *to consider*** to follow
- The Chairman of the Finance and Administration Committee will report.

15. **Other business – *to consider*** verbal
16. **Future meetings** to follow

A document containing dates of meetings in 2012/13 and 2013/14 will be circulated – ***to consider***

The next Session of the Council will take place in London from 24 to 28 September 2012 – ***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***