



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

ICC 101-0 Rev. 1

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**International Coffee Council**  
101<sup>st</sup> Session  
22 – 26 September 2008  
London, England

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda and schedule of meetings – to adopt</b>	ICC-101-0 Rev. 1 Guide to meetings
<b>2. Admission of observers – to consider</b>  The Council will consider the admission of observers to its meeting.	verbal
<b>3. Votes and credentials</b>	
<b>3.1 Votes in the Council for coffee year 2007/08 – to approve</b>  The Secretary will report.	EB-3934/07 Rev. 4
<b>3.2 Initial distribution of votes in the Council for coffee year 2008/09 – to approve</b>  Paragraph (5) of Article 13 of the 2001 Agreement provides that the distribution of votes shall be determined by the Council at the beginning of each coffee year. Under the provisions of Article 13, the votes of exporting Members and of importing Members are based on their exports and imports respectively in the preceding four calendar years. Documents ED-2041/08 and ED-2042/08 contain the statistical basis for the proposed distribution of votes for exporting and importing Members, respectively. The initial distribution of votes for coffee year 2008/09 will be circulated.	ED-2041/08 ED-2042/08 EB-3952/08 (to follow)
<b>3.3 Credentials – to approve</b>  The Chairman will examine the credentials with the assistance of the Secretariat.	verbal

#### **4. Membership**

##### **4.1 Membership of the International Coffee Agreement (ICA) 2001 – to note**

WP-Council 183/08

As at 5 September 2008, there were 77 Members of the Organization, comprising 45 exporting and 32 importing countries. The Executive Director will report.

The Council will consider document WP-Council 183/08 containing a draft Resolution extending the 2001 Agreement.

##### **4.2. Membership of the ICA 2007 – to note**

ICC-101-3

WP-Council 183/08

The deadline for signature of the 2007 Agreement was 31 August 2008 and the deadline for the deposit of instruments is **30 September 2008**. Document ICC-101-3 contains a report on the status of the 2007 Agreement.

The Council will consider document WP-Council 183/08 containing draft Resolutions extending the time-limit for the deposit of instruments of ratification, acceptance or approval, and establishing procedures for accession to the 2007 Agreement.

The Council will also consider a request for membership received from the InterAfrican Coffee Organisation.

WP-Council 185/08

#### **5. Coffee market situation – to note**

ED-Letter August 2008

WP-Council 184/08

The Executive Director will introduce an analysis of the market situation. Document WP-Council 184/08 contains the latest official estimate for the Brazilian coffee crop for 2008/09.

#### **6. Preparations for the ICA 2007 – to consider**

WP-Council 166/08

WP-Council 177/08

WP-Council 181/08

Documents WP-Council 166/08, WP-Council 177/08 and WP-Council 181/08, respectively, contain communications received from Indonesia, the USA and the African Group.

##### **6.1 Revisions to the Rules of the Organization – to consider**

Revised documents have been circulated for the following Rules:

- Rules of the Organization
- Financial Regulations and Financial Rules of the Organization

WP-Council 165/08 Rev. 1

WP-Council 172/08 Rev. 1

##### **6.2 Rules on Statistics - to consider**

Revised documents have been circulated for the following Rules:

- Rules on Statistics – Statistical Reports
- Rules on Statistics – Certificates of Origin

WP-Council 180/08

WP-Council 179/08

### 6.3 Terms of reference – *to consider*

Revised draft terms of reference incorporating proposals made by Members have been circulated for the following bodies:

- Consultative Forum on Coffee Sector Finance WP-Council 167/08 Rev. 1
- Private Sector Consultative Board PSCB-107/08 Rev. 1
- Promotion and Market Development Committee WP-Council 168/08 Rev. 1
- Projects Committee WP-Council 169/08 Rev. 1
- Finance and Administration Committee WP-Council 170/08 Rev. 1
- Statistics Committee WP-Council 171/08 Rev. 1

### 6.4 Strategic action plan – *to consider*

ICC-101-1  
WP-Council 173/08 Rev. 1

A report on progress on implementing the outline plan of action for the 2001 Agreement and a revised draft strategic action plan for the ICA 2007 have been circulated.

### 6.5 Development strategy for coffee – *to consider*

EB-3768/01 Rev. 3  
CFC/ICO 8/06

The Manual for the Common Fund for Commodities (CFC) (Annex VIII) requires a clear development strategy for each International Commodity Body, subject to review every four years and updated if required by changing circumstances. The current Development strategy for coffee (document EB-3768/01 Rev. 3) was revised and approved by the Council in May 2004. It will be revised as appropriate, taking into account the conclusions of the CFC/ICO workshop on future coffee development priorities held in September 2006. Members will be invited to give suggestions for updating the strategy at this Session.

## 7. Coffee development projects

EB-3942/08 Rev. 4

### 7.1 Projects for approval by the Council – *to consider and if appropriate, to approve*

EB-3951/08

The Chairman of the Executive Board will report on the following projects considered by the Board in September 2008.

- Qualitative and quantitative rehabilitation of coffee with the aims of improving living conditions of coffee farmers afflicted and displaced by war and their restoration to their areas of origin as well as the protection of their biophysical environment in the Democratic Republic of Congo (new) WP-Board 1055/08
- Sustainable coffee production by smallholder farmers in Ethiopia: An integrated approach for quality improvement, poverty reduction and biodiversity conservation (new) WP-Board 1052/08
- Improving coffee quality in East and Central Africa: Scaling up of enhanced processing practices in Ethiopia and Rwanda (new) WP-Board 1053/08

- Characterization, enhanced utilization and conservation of *Coffea* germplasm diversity (new) WP-Board 1054/08
- Raising income security of smallholder coffee farmers in Malawi and Tanzania through sustainable commodity diversification (new) WP-Board 1056/08
- Enhancing resource use efficiency in coffee production and processing by Farmer 2 Farmer learning (revised) WP-Board 1049/08

**7.2 Projects already approved by the CFC – to note** ICC-101-2

Document ICC-101-2 contains progress reports on the implementation of projects approved by the CFC (as outlined in Section IV of document EB-3942/08 Rev. 4). The Head of Operations will report.

**8. Coffee berry borer (CBB) – to consider**

**8.1 Summary of outcomes of the Integrated Pest Management of the CBB project** – the representative of the Project Executing Agency, CABI, will report. The Executive Summary of the final report on this project is contained in document ICC-86-5. ICC-86-5

**8.2 Current status** – technical experts will be invited to report on the status of CBB in producing countries. verbal

**8.3 Seminar on CBB in May 2009** – topics, speakers and other requirements will be discussed. verbal

**9. Report by the Sustainable Coffee Partnership (SCP) – to note** verbal

The representative of the SCP will report on research on the costs of transition to sustainable practices (Gap analysis) and tests on the Committee on Sustainable Assessment (COSA) impact assessment tools.

**10. Programme of activities for 2008/09 – to consider and approve** EB-3945/08 Rev. 1

The Chairman of the Executive Board will report.

**11. Report by the Chairman of the Private Sector Consultative Board (PSCB) – to note/to approve** WP-Council 159/07 Rev. 3

The Chairman of the PSCB will report on the meeting of 24 September 2008. The Council is requested to take note of this report and to approve some amendments to the composition of the PSCB for 2007/08 and 2008/09.

**12. Statistics Committee**

**12.1 Report by the Chairman of the Statistics Committee – *to note*** verbal

The Chairman of the Statistics Committee will report on the meeting of 24 September. The Council will consider a draft decision establishing the Committee under the ICA 2007 once the new Agreement has entered into force.

**12.2 Statistics Committee 2008/09 – *to approve*** verbal

The terms of reference for the Statistics Committee (document EB-3833/02) provide that the Council shall approve the names of representatives or experts designated by exporting and importing Members and by the Executive Director (two in each category) for a two-year term of office. The Council may wish to consider appointing the representatives of the Committee for a further year, pending the entry into force of the ICA 2007. The current Members of the Statistics Committee are:

Exporting Members: Mr Thiago Siqueira Masson (Brazil),  
Ms María del Pilar Fernández (Colombia)

Importing Members: Mr Rob Simmons (LMC International Ltd, UK),  
Mr Neil Rosser (Neumann Kaffee Gruppe, Germany)

Executive Director: Mr Corneille Tabalo (Democratic Republic of Congo),  
Mr David Brooks (USA)

**13. Promotion Committee – *to note*** verbal

Article 34 of the 2001 Agreement provides that the Promotion Committee shall report regularly to the Council.

**14. 3<sup>rd</sup> World Coffee Conference – *to consider*** verbal

Article 21 of the 2001 Agreement provides that the Council shall appoint the Chairman of the World Coffee Conference, and decide on the form, title, subject matter and timing of the Conference, in consultation with the Private Sector Consultative Board. As decided by the Council in May 2008, Guatemala will host the next Conference. The Executive Director will report.

**15. Mixtures and substitutes – *to consider*** ICC-101-4 (to follow)

Article 36 of the 2001 Agreement states that the Executive Director shall submit to the Council a periodic report on compliance with the provisions of this Article. Document ICC-101-4 contains a summary of the replies received in response to document ED-2043/08 requesting Members to inform the Executive Director of compliance with Article 36.

- 16. 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. The Executive Director will report.
- 17. National coffee policies – *to note*** verbal
- Member countries are invited to report on changes in coffee policies in their countries and to provide copies of statements and other information for circulation to Members.
- 18. Financial and administrative matters**
- 18.1 Draft Administrative Budget for the financial year 2008/09 – *to approve*** WP-Finance 54/08 Rev. 1  
WP-Finance 59/08
- The Chairman of the Executive Board will report.
- 18.2 Other financial and administrative matters – *to consider*** WP-Finance 60/08  
WP-Finance 61/08  
WP-Board 1057/08
- The Chairman of the Executive Board will report on other financial and administrative matters considered by the Board, including payment of arrears, the appointment of registered auditors, the appointment of the Finance Committee, a proposed change to Regulation 9.4 of the Staff Regulations and Staff Rules of the Organization and proposals for the basis for contributions to the Provident Fund for staff in the Professional and higher categories.
- 19. Elections for coffee year 2008/09** verbal
- 19.1 Chairman and Vice-Chairmen of the Council – *to elect***
- According to Article 11 of the 2001 Agreement the Chairman and first Vice-Chairman this year should be elected from among the representatives of importing Members. The second and third Vice-Chairmen should be elected from among the representatives of exporting Members. Previous Chairmen from importing Member countries were from Switzerland (2004/05) and Italy (2006/07).
- 19.2 Executive Board – *to elect***
- Voting procedures are outlined in Article 18 of the 2001 Agreement and Rule 46 of the Rules of the Organization.

**19.3 Chairman and Vice-Chairman of the Executive Board – *to elect***

Article 17 of the 2001 Agreement provides that the Chairman and Vice-Chairman should both be from the same category of membership. For 2008/09, precedent indicates that this should be from the category of exporting Members. Previous Chairmen from exporting Member countries were from Côte d'Ivoire (2004/05) and Guatemala (2006/07).

**20. Other business**

verbal

**21. Future meetings**

WP-Council 175/08 Rev. 1

Document WP-Council 175/08 Rev. 1 contains dates of meetings in 2008/09 and 2009/10 – *to consider*

The next Session of the Council will take place in either March or May 2009, in the light of the Council's decision on dates of meetings in 2008/09. In May 2008, the Government of Kenya invited the Council to hold its next Session in Kenya – *to consider*

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