



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

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**Core Group for the
Consultative Forum on Coffee Sector Finance**
Draft terms of reference

Background

1. Paragraph (4) of the terms of reference for the Consultative Forum on Coffee Sector Finance (see Annex I of document ICC-106-4) provides that the Council may establish a core group for the purpose of organizing and promoting the work of the Forum. At its 106th Session in March 2011, the Council considered this issue and decided to establish an Ad hoc Working Group to assist with preparing draft terms of reference for a Core Group for the Consultative Forum on Coffee Sector Finance¹. The following Members participated in the Group, which was open to all interested Members and operated by email: Exporting Members: Brazil, Cameroon, Colombia, Côte d'Ivoire, Ecuador, Kenya, Mexico and Papua New Guinea; Importing Members: the European Union and the USA. The Chairman of the Private Sector Consultative Board (PSCB) also participated in the Group which was chaired by Mr Michael Wheeler of Papua New Guinea.

2. Following consultations, draft terms of reference are attached for further consideration by the Council.

Action

The Council is requested to consider this document.

¹ Draft terms of reference were originally circulated as document WP-Forum 2/09 and its Revision.

**CORE GROUP FOR THE
CONSULTATIVE FORUM ON COFFEE SECTOR FINANCE**

DRAFT TERMS OF REFERENCE

1. The Core Group for the Consultative Forum on Coffee Sector Finance (hereinafter called the Group) shall assist the Council with organizing and promoting the work of the Forum, including by:

- a) selecting topics to be considered in the Forum;
- b) identifying individuals with relevant expertise to participate in the Forum;
- c) devising mechanisms or formats for considering topics in the Forum;
- d) identifying means to disseminate information about the Forum and the results of the Forum;
- e) exploring financing for the Forum; and
- f) facilitating and generating discussion, debate and exchange of experiences and information on topics related to finance and risk management in the coffee sector.

2. The Group shall consist of [eleven] appointed representatives, including at least [four] representatives of exporting Members and [three] representatives of importing Members, and [four] representatives from intergovernmental organizations, financial institutions, the private sector, non-governmental organizations and other institutions, as well as the Chairman of the Private Sector Consultative Board (PSCB), making a total of [twelve] representatives. Any interested Members may also participate. The Chairman and Vice-Chairman of the Forum shall be among the Member representatives of the Group and shall serve as the Chairman and Vice-Chairman, respectively, of the Group.

3. The Council shall consider nominations from the Group and Members, and appoint representatives with relevant expertise to serve on the Group for a term of office not exceeding two years. Appointments shall be staggered in such a way that the term of office of at least [five] but not more than [seven] of the representatives expires every two years.

4. At the end of each coffee year the Group shall recommend to the Council individuals with relevant expertise that may be able to serve on the Group or participate in the Forum. It shall also recommend one or more topics to be considered in the Forum. The Group may identify topics one or more years in advance as appropriate.

5. The Executive Director shall be an ex-officio member.
6. The Group shall normally meet during regular sessions of the Council, and may work inter-sessionally, as necessary, by electronic mail or teleconference to carry out its functions.
7. The Chairman of the Group shall report to the Council at each Session.
8. The Group shall operate in English.