



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

WP Finance No. 38/06

7 November 2006
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Finance Committee
25 January 2007 (16.00)
London, England

Draft Agenda

Item	Document
1. Draft Agenda – to adopt	WP-Finance No. 38/06
2. Chairperson for 2006/07 – 2007/08 – to appoint In accordance with the terms of reference for the Finance Committee (contained in document WP-Finance No. 2/04), the Finance Committee will appoint a Chairperson from an importing Member country.	verbal
3. Financial situation – to note The Head of Finance and Administration will report on the financial situation.	to follow
4. Staff salary scales, dependency allowances and basis for contributions to the Provident Fund – to consider and to recommend for approval by the Executive Board A document containing proposals for the revision of salary scales for General Service staff, dependency allowances and basis for contributions to the Provident Fund for Professional staff will be circulated.	to follow
5. Conference facilities – to note The Executive Director will report on the use of conference facilities.	verbal

6. **Administrative Accounts of the Organization for the financial year 2005/06 and Report of the Auditors – to recommend for approval** to follow

Rule 62 of the *Rules of the Organization* provides that the Executive Director shall submit to the Council through the Executive Board the Accounts of the Organization and the Report of the Auditors thereon in accordance with the provisions of Article 27 of the Agreement.

7. **Other business – to consider** verbal

8. **Date of next meeting – to note** verbal

The Committee will consider whether its next meeting should take place in May or July 2007.