INTERNATIONAL COFFEE ORGANIZATION

ICC 119-0

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International Coffee Council
119th Session
13 – 17 March 2017
London, United Kingdom

Draft Agenda

Item		Document
1.	**Draft Agenda and schedule of meetings – *to adopt***	ICC-119-0 Schedule of meetings
2.	**Admission of observers – *to consider***	to follow
	The Council will decide on the acceptance of observers and designate the items on the Agenda open to accepted observers.	
3.	**Votes and credentials**	
3.1	**Votes for coffee year 2016/17 – *to consider and, if appropriate, to approve***	to follow
	The Chief Economist will report.	
3.2	**Credentials – *to consider and, if appropriate, to approve***	verbal
	The Chairman will examine the credentials with the assistance of the Secretariat and report to the Council.	
4.	**Membership of the International Coffee Agreement (ICA) 2007 – *to note***	to follow
	The Chief Economist will report.	
5.	**Review of candidates for the post of Executive Director – *to consider***	to follow
	The Chairperson of the Council will report.	

6. Annual Review 2015/16 – *to note* to follow

The Chief Economist will present the Annual Review for 2015/16.

7. Coffee market situation – *to note* Coffee Market Report – February 2017

The Chief Economist will present an analysis of the market situation.

8. Country Coffee Profiles – *to consider*

The Council will consider the following Country Coffee Profiles presented by the Chief Economist:

- **Coffee Profile: Cameroon** to follow
- **Coffee Profile: Ghana** to follow

9. 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.

10. Session of the Council in Côte d'Ivoire – *to consider* verbal

The representative of Côte d'Ivoire will report on the preparations made to date for the 120th Session of the Council in September 2017.

11. World Coffee Conference – *to consider* ED-2227/16

The Secretariat requested Members to submit their bid to host the World Coffee Conference in advance of the March meetings so that a decision could be made during the 119th Session of the Council.

12. Consultative Forum on Coffee Sector Finance – *to consider* verbal

The Chairman of the Core Group will report to the Council on the meeting of the Core Group, including arrangements for the 7th Forum to be held in September 2017.

13. Programme of Activities – *to consider* to follow

The Chief Economist will present the final report on the implementation of the Programme of Activities for 2015/16.

14. Strategic Review of the ICO – *to consider* to follow

The Chairman of the Working Group will report on the progress made since September 2016 on the Strategic Review.

15. Cooperation with other agencies – *to consider* to follow

The Chief Economist will report on cooperation with other agencies, including a proposed Memorandum of Understanding between the African Fine Coffees Association and the International Coffee Organization.

16. Report by the Chairmen of ICO bodies

16.1 Private Sector Consultative Board (PSCB) – *to consider* verbal

16.2 Promotion and Market Development Committee – *to consider* verbal

16.3 Statistics Committee – *to consider* verbal

16.4 Projects Committee – *to consider* verbal

17. Financial and administrative matters

17.1 Finance and Administration Committee – *to consider* to follow

The Chairman of the Finance and Administration Committee will report on the meeting of the Committee including the financial situation, the draft Administrative Budget for the financial year 2017/18 and the cost analysis summary. The Council will consider the recommendations of the Committee, including proposals for the revision of salary scales and the basis for contributions to the Provident Fund for staff in the Professional and higher categories.

17.2 Administrative Accounts of the Organization for the financial year 2015/16 and Report of the Auditors – *to consider and, if appropriate, approve* to follow

The Council will consider the Administrative Accounts of the Organization for the financial year 2015/16 and Report of the Auditors. The Accounts of the Special Fund and Report of the Auditors will be presented for the approval of exporting Members together with the Accounts of the Promotion Fund.

17.3 Premises – *to consider* to follow

The Chairman of the Finance and Administration Committee will report.

17.4 Staff Regulations and Staff Rules – *to consider* to follow

At its 117th Session the Council set up a Working Group to review the Staff Regulations and Staff Rules. The Chairman of the Group will report on the progress made to date.

18. **Special Fund** – ***to consider*** verbal

Following the decision made at the 117th Session, the producers' spokesperson will report on progress made regarding the approval of projects to be undertaken with the Special Fund

19. **Other business – *to note*** verbal

20. **Future meetings** to follow

The Council will consider the revised dates of the meetings in 2017/18 ***– to consider and, if appropriate, to approve***

The next Session of the Council will take place in Abidjan, Côte d'Ivoire from 25 to 29 September 2017 ***– 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***

REFERENCE DOCUMENTS
International Coffee Agreement 2007
Action plan for the International Coffee Organization
Rules of the International Coffee Organization
Terms of reference for Committees and advisory bodies
Model credential letter
Office Holders for 2016/17
Procedures for membership of the ICA 2007