



**Finance and Administration Committee**

29<sup>th</sup> Meeting (Intersessional)  
28 June 2018 (11:00)  
London, United Kingdom

**Draft Agenda**

<b>Item</b>	<b>Document</b>
1. <b>Draft Agenda – to adopt</b>	FA-183/18
2. <b>Report on the meeting of 10 April 2018 – to consider and, if appropriate, to approve</b>	<a href="#">FA-180/18</a>
3. <b>Report of the intersessional meeting held on 31 May 2018 – to consider and, if appropriate, to approve</b>	to follow
4. <b>Draft Administrative Budget for the financial year 2018/19 – to consider</b>	to follow
The Committee will consider the revised draft Administrative Budget for the financial year 2018/19.	
5. <b>Other business – to consider</b>	verbal
6. <b>Date of next meeting – to consider</b>	verbal

The next Finance and Administration Committee meeting will take place in London, United Kingdom, at the time of the 122<sup>nd</sup> Council Session from 17 to 21 September 2018.

<b>REFERENCE DOCUMENTS</b>
<a href="#">Financial Rules and Financial Regulations of the International Coffee Organization</a>
<a href="#">Rules of the International Coffee Organization</a>
<a href="#">Terms of reference for the Finance and Administration Committee (Annex V)</a>