1. The Executive Director presents his compliments and wishes to inform Members and observer Governments about procedures for becoming a Contracting Party to the International Coffee Agreement (ICA) 2007 and a Member of the International Coffee Organization (ICO).

2. These procedures are summarized as follows:
   
   i. Ratification, acceptance or approval by Signatory Governments (Section A of Annex I)
   ii. Accession by non-Signatory Governments (Section B and C of Annex I).

The ICA 2007 and membership of the ICO

3. The overarching objective of the ICA 2007 is to strengthen the global coffee sector and promote its sustainable expansion in a market-based environment for the betterment of all participants in the sector. Membership of the ICO provides access to independent coffee market information and analysis, a worldwide forum for discussion at an intergovernmental level on coffee policy and related matters, and support with developing and seeking finance for projects that benefit Members and the world coffee economy.

4. Members also undertake to adopt measures as are necessary to enable them to fulfil their obligations under the ICA 2007 and fully cooperate with one another; in particular, the provision of all information necessary to facilitate the functioning of this Agreement.
5. These undertakings include:
   i. Detailed, timely and accurate statistical information on coffee production, exports, certificates of origin, imports, re-exports, consumption, stocks, etc.¹
   ii. Contributions to the Administrative Budget for each financial year.

Membership contributions

6. The activities of the International Coffee Organization (ICO) are financed by contributions from Member Governments which pay a contribution based upon average volume of coffee exports or imports. For this reason, the provision of accurate and timely data by Members is essential, not only to ensure that Members are charged fairly, but also that the Organization has the appropriate funding to address the challenges facing the global coffee sector.

Ratification, acceptance and approval

7. Ratification of the Agreement is the act that makes it officially valid for a signatory government. Normally, this is done by passing a law or decree by the appropriate legislative body in the country. The terms ‘ratification’, ‘acceptance’ and ‘approval’ mean the same thing and have the same legal effect. They are used by different countries to reflect their constitutional procedures.

Accession

8. Accession is generally used by States wishing to express their consent to be bound by a treaty where the deadline for signature has passed.

¹ Rules on Statistics: Statistical Reports (ICC-102-10) and Certificates of Origin (ICC-102-9 Rev. 1).
Applying to ratify, accept, approve or accede to the ICA 2007

9. At its 125th Session in September 2019, the International Coffee Council approved Resolution 467 which provides for Governments to deposit instruments of ratification, acceptance, approval or accession by 30 September 2020.

10. A model instrument, which may be adapted as appropriate, is attached at Annex II. The United Nations Treaty Section\(^2\) notes that instruments must include:

- Title, date and place of conclusion of treaty/Agreement
- The type of action should be clearly identified, e.g. ratification, acceptance or approval
- Full name and title of the person signing the instrument (i.e. the Head of State, Head of Government or Minister for Foreign Affairs)
- An unambiguous expression of the intent of the Government to consider itself bound by the treaty/Agreement and to undertake faithfully to observe and implement its provisions
- Date and place where the instrument was issued
- Signature of the Head of State, Head of Government or Minister for Foreign Affairs (the official seal alone is not sufficient).

11. Annex III sets out the process to follow when applying to ratify, accept, approve or accede to the ICA 2017.

Depositary


13. The contact details for the ICO are as follows:

International Coffee Organization
222 Gray’s Inn Road
London WC1X 8HB
United Kingdom
Tel: +44 (0) 20 7612 0600
Fax: +44 (0) 20 7612 0630
depository@ico.org
www.ico.org

\(^2\) [https://treaties.un.org/](https://treaties.un.org/)
14. Certified true copies of the ICA 2007 are available on request from the ICO Secretariat and electronic copies can be downloaded from the ICO website at the following link: www.ico.org/documents/ica2007-certified.pdf.

15. The ICO website includes a section containing copies of all relevant documents such as certified true copies of the ICA 2007, the status of the ICA 2007, Depositary Notifications, etc. (see www.ico.org/depositary_e.asp).

16. The ICO will continue to advise all interested Parties, by means of Depositary Notifications, about actions relating to the ICA 2007.

Further information

- Resolution 431: Adoption of text of the ICA 2007
- Resolution 436: Depositary for the ICA 2007
- Resolution 447: Procedures for accession to the ICA 2007
- Resolution 467: Extension of the time limit for ratification, acceptance, approval of or accession to the ICA 2007
- ICA 2007: Certified true copy
GOVERNMENTS ELIGIBLE TO RATIFY, ACCEPT, APPROVE OR ACCEDE TO THE ICA 2007 UNDER THE PROVISIONS OF ARTICLES 40 AND 43 OF THE ICA 2007 (As at 20 January 2020)

A. Countries which have signed the 2007 Agreement and which need to deposit an instrument of ratification, acceptance or approval:

Exporting countries
Benin
Guinea
Nigeria

B. Contracting Parties to the ICA 2001 which have not signed the 2007 Agreement and which need to deposit an instrument of accession:

Exporting countries
Congo, Republic of
Dominican Republic
Haiti
Jamaica

C. Countries which have withdrawn from the ICA 2007
Paraguay 5/
Turkey 3/
United States of America 4/

D. Countries invited as observers to attend the 98th Session (and future sessions) of the Council at which the ICA 2007 was adopted:

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<th>Algeria</th>
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<th>Morocco</th>
<th>Sri Lanka</th>
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1/ Procedures for membership of the 2007 Agreement completed.
2/ Became a State member of the European Union on 1 July 2013 and as a consequence, procedures for membership of the 2007 Agreement have been completed.
3/ Turkey became a Member of the ICO under the ICA 2007 on 28 March 2011 and withdrew on 12 February 2017.
4/ The United States of America became a Member of the ICO under the ICA 2007 on 28 August 2008 and withdrew on 27 June 2018.
5/ Paraguay became a Member of the ICO under the ICA 2007 on 21 August 2013 and withdrew on 26 November 2019.
MODEL INSTRUMENT OF RATIFICATION, ACCEPTANCE, APPROVAL OR ACCESSION TO THE INTERNATIONAL COFFEE AGREEMENT 2007

[To be signed by the Head of State, Head of Government, or Minister for Foreign Affairs]

WHEREAS the INTERNATIONAL COFFEE AGREEMENT, (‘the Agreement’), 2007 was concluded in London on 28 September 2007,

NOW THEREFORE I, [NAME AND TITLE of the Head of State, Head of Government or Minister for Foreign Affairs], declare that the Government of [name of State], having considered the above-mentioned Agreement, [ratifies] [accepts] [approves] [accedes to] the same and undertakes faithfully to perform and carry out the stipulations therein contained.

IN WITNESS WHEREOF, I have signed this instrument of [ratification] [acceptance] [approval] [accession] at [place] on [date].

[Signature]

Contact address for the Depositary:

Depositary Office
International Coffee Organization
222 Gray’s Inn Road
London WC1X 8HB
United Kingdom

Tel: +44 (0) 20 7612 0600
Fax: +44 (0) 20 7612 0630 (fax)
Email: depositary@ico.org
SUMMARY OF STEPS FOR BECOMING A PARTY TO THE ICA 2007

1. **Signatory Government prepares draft instrument of ratification, acceptance or approval/Non-Signatory Government prepares a draft instrument of accession (in accordance with Model Instrument in Annex II)**
   - Copy of draft instrument sent to the ICO to ensure it complies with the Model Instrument

2. **Once confirmed, instrument delivered by hand, mail, fax or scanned copy to the ICO**
   - If instrument is sent by fax or as a scanned copy to the ICO, the original instrument should be delivered to the ICO as soon as possible thereafter

3. **ICO confirms receipt, reviews the instrument and informs the Member of outcome**
   - On approval, Member country becomes ICO Member on day of receipt of instrument

4. **Welcome briefing meeting between Member delegation and ICO Executive Director/senior staff exploring ICO services, Member concerns and general undertakings**

5. **Confirmation by Member of designated/statistics contacts**

6. **Provision of initial statistical information to assist in calculation of Member contribution**

7. **Payment of membership contribution**

8. **Regular communication/engagement between designated Member contacts and ICO, including exchange of statistical data and other relevant support**