



**ICO Statistical Workshop**

**Kigali, Rwanda  
12 February 2019**

1. The Executive Director presents his compliments and has the pleasure to invite Members and observers to an ICO-led Statistical Workshop to be held alongside the 17<sup>th</sup> African Fine Coffee Conference and Exhibition. This one-day workshop will be held on 12 February 2019 in Kigali, Rwanda. The workshop is free of charge and delegates are responsible for their costs of participation.
  
2. In addition to helping to implement the ICO's Memorandum of Understanding signed in 2017 with the African Fine Coffees Association to cooperate on coffee-related issues, the purpose of this workshop is to:
  - Present the statistical reporting requirements of the ICO.
  - Support Members and observers to improve data collection and reporting.
  - Share experiences and examples of good practice on data collection and management.
  
3. The Executive Director wishes to request the participation of the officers in charge of the collection, preparation and transmission of statistical data and staff responsible for this work. To register, please complete the attached form and email to [stats@ico.org](mailto:stats@ico.org) by **5 February 2019**. All participants will receive a certificate of attendance.

## PROGRAMME

**ICO Statistical Workshop**  
**Kigali, Rwanda**  
**Tuesday, 12 February 2019**  
**From 10:00**

|               |  |
|---------------|--|
| <b>Item 1</b> | <b>Welcome and introduction</b>  |
| <b>Item 2</b> | <b>The role of ICO Members, particularly from Africa, in the provision and dissemination of global coffee statistics</b> |
| <b>Item 3</b> | <b>Review of the global coffee market situation in 2017/18 and 2018/19</b>   |
| <b>Item 4</b> | <b>Coffee sector balance sheet</b>   |
|               | <ul style="list-style-type: none"><li>• Production, area, productivity</li></ul>   |
|               | <ul style="list-style-type: none"><li>• Trade</li></ul>  |
|               | <ul style="list-style-type: none"><li>• Consumption</li></ul>  |
|               | <ul style="list-style-type: none"><li>• Stocks</li></ul>   |
| <b>Item 5</b> | <b>ICO reporting requirements</b>  |
|               | <ul style="list-style-type: none"><li>• Certificates of Origin (<a href="#">ICC-102-9</a>)</li></ul>                     |
|               | <ul style="list-style-type: none"><li>• Statistical Reports (<a href="#">ICC-102-10</a>)</li></ul>                       |
|               | <ul style="list-style-type: none"><li>• Compliance with ICO Statistical Rules</li></ul>                                  |
| <b>Item 6</b> | <b>Discussion and questions</b>  |
| <b>Item 7</b> | <b>Closing remarks</b>   |

**REGISTRATION FORM**  
**ICO Statistical Workshop**  
**Kigali, Rwanda**  
**Tuesday, 12 February 2019,**

Please return this form to [stats@ico.org](mailto:stats@ico.org) by 5 February 2019

|  |
|--|
| <b>Category of Observer</b> (please tick as appropriate) |
| <input type="checkbox"/> ICO Member country              |
| <input type="checkbox"/> Non-member country of the ICO   |
| <input type="checkbox"/> International Organization      |
| <input type="checkbox"/> Private sector company          |
| <input type="checkbox"/> Other (please specify)          |

Please tick the box for your title:

Dr                      Mr                      Mrs                      Ms

First name: .....

Surname: .....

Title or official position: .....

Organization / Company: .....

Address: .....

Country: ..... Telephone: .....

Email: .....