



Finance and Administration Committee

63rd Meeting

17 June 2025

London, United Kingdom

Draft Agenda

Item

Document

1. **Draft Agenda – to adopt** FA-390/25
2. **Report of the intersessional meeting held on 3 March 2025 – to consider and, if appropriate, to approve** [FA-389/25 Rev. 1](#)
3. **Draft Administrative Budget for financial year 2025/26 – to consider and, if appropriate, to recommend for approval** [FA-388/25 Rev. 2](#)
The Committee will consider and, if appropriate, recommend to the Council the revised draft Administrative Budget for financial year 2025/26.
4. **Premises – to consider, discuss and recommend** [FA-391/25](#)
The Committee will consider and discuss the requirements for the premises of the ICO headquarters.
5. **Other business – to consider** verbal
6. **Next meeting – to note** verbal
Members are invited to suggest matters for consideration at the next meeting. The next meeting will take place at a date to be determined by the Committee.

REFERENCE DOCUMENTS

[Financial Rules and Financial Regulations of the International Coffee Organization](#)

[Rules of the International Coffee Organization](#)

[Terms of reference for the Finance and Administration Committee](#)

[International Coffee Agreement 2007 \(ICA 2007\)](#)