



Finance and Administration Committee

Draft Agenda

68th Meeting
17 June 2026
London, United Kingdom

Item	Document
1. Draft Agenda – to adopt	FA-413/26
2. Reports of the 66th and 67th meetings held on 3 and 20 March 2026 – to consider and, if appropriate, to approve	FA-409/26 FA-412/26
3. Draft Administrative Budget for financial year 2026/27 – to consider and, if appropriate, to recommend for approval The Committee will consider the draft Administrative Budget for financial year 2026/27.	FA-411/26 Rev. 1
4. Accounts of the Trust Fund and Auditors’ Report – to consider and, if appropriate, to recommend for approval The Accounts of the Trust Fund and Auditors’ Report will be considered by the Committee and presented for the approval of the Council.	FA-405/26 Rev. 1
4.1 Junior Professional Officers – to note	FA-414/26
5. Financial situation – to note The Head of Finance and Administration will report on the financial situation as at 30 April 2026 and the cash forecast.	FA-415/26
6. Outstanding contributions – to consider	FA-416/26
6.1 Report on collection of contributions from Members in arrears The Head of Finance and Administration will report on progress in recovering arrears, including contacts with Members with longstanding arrears.	
7. Other business – to consider	verbal
8. Next meeting – to note Members are invited to suggest matters for consideration at the next meeting. The next meeting will take place on a date to be determined by the Committee.	verbal

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 \(ICA 2007\)](#)