



**Numbering of Certificates of Origin  
from 1 October 2014**

1. The Executive Director presents his compliments and wishes to remind exporting Members that, since a new coffee year commences on 1 October 2014, the serial numbering of Certificates of Origin should begin at '1' on **1 October 2014** and proceed consecutively until 30 September 2015 **regardless of the final destination of the coffee – be it a Member or a non-member country.**
2. Details of the system of reference numbering for Certificates of Origin are given in paragraph 4 of Annex II-A of document ICC-102-9: Rules on Statistics – Certificates of Origin.
3. Exporting Members are also reminded that, in accordance with the Rules in effect since 2 February 2011, information about the quality of the coffee should be entered on Certificates of Origin in compliance with Resolution 420, together with information on the special characteristics of the coffee (if any), its relevant Harmonised System (HS) code and the value of the shipment. The provision of this additional data in Box 17 of each Certificate of Origin is **on a voluntary basis.**
4. The Organization will endeavour to assist exporting Members who may encounter difficulties in implementing the Rules on Statistics – Certificates of Origin.
5. It would be appreciated if these instructions could be forwarded to the Certifying Agencies of all exporting Members as soon as possible.