



**International Coffee Council**  
120<sup>th</sup> Session  
28 and 29 September 2017  
Yamoussoukro, Côte d'Ivoire

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda – to adopt</b>	ICC-120-0 Rev. 1 <a href="#">Schedule of Meetings</a>
<b>2. Admission of observers – to consider</b>	<a href="#">ICC-120-3</a>
The Council will decide on the acceptance of observers and designate the items on the Agenda open to them.	
<b>3. Votes and credentials</b>	
<b>3.1 Votes for coffee year 2016/17 – to consider and, if appropriate, to approve</b>	<a href="#">ICC-120-1 Rev. 1</a>
The Head of Operations a.i. will report.	
<b>3.2 Initial distribution of votes for coffee year 2017/18 – to consider and, if appropriate, to approve</b>	<a href="#">ED-2246/17 Rev. 1</a> <a href="#">ICC-120-2</a>
Document <a href="#">ED-2246/17 Rev. 1</a> contains the statistical basis for the proposed distribution of votes for exporting and importing Members and document <a href="#">ICC-120-2</a> contains the initial distribution of votes for coffee year 2017/18.	
<b>3.3 Credentials – to consider and, if appropriate, to approve</b>	verbal
The Chairman will examine the credentials with the assistance of the Secretariat and report to the Council.	

**4. International Coffee Agreement (ICA) 2007**

**4.1 Report on membership of the ICA 2007 – to consider** [ICC-120-4](#)

The Executive Director will report.

**4.2 Extension for the deposit of instruments – to consider and, if appropriate, to approve** [WP-Council 282/17](#)

The deadline for the deposit of instruments of ratification, acceptance, approval or accession is 29 September 2017. The Council will consider a draft Resolution extending the deadline for the deposit of instruments.

**5. Coffee market situation – to note** [Coffee Market Report – August 2017](#)

The Executive Director will present an analysis of the market situation.

**6. Studies and reports – to consider**

The Council will consider the following study and report:

- Value addition in the African coffee sector [ICC-120-7](#)
- Obstacles to consumption [ICC-120-8](#)

**7. Country Coffee Profiles – to consider**

The Council will consider the following Country Coffee Profiles:

- Coffee Profile: Cameroon [ICC-120-5](#)
- Coffee Profile: Italy [ICC-120-6](#)

**8. Strategic Review of the ICO – to consider and, if appropriate, to approve** [WG-28/17](#)

The Chairman of the Working Group on the Strategic Review will report the outcomes of this process. The Council will consider and, if appropriate, approve them for implementation by the Secretariat.

**9. Five-Year Action Plan of the ICO – to consider and, if appropriate, to approve** [WP-Council 280/17 Rev. 1](#)

The Executive Director will introduce the proposed Five-Year Action Plan for the ICO.

**10. Programme of Activities for coffee year 2017/18 – to consider and, if appropriate, to approve** [WP-Council 281/17 Rev. 1](#)

The Head of Operations a.i. will present the Programme of Activities for 2017/18 based on the outcomes of the Strategic Review. The Council will consider and, if appropriate, approve it for implementation by the Secretariat.

**11. International Coffee Day – to consider** verbal

The Executive Director will report on the preparations for International Coffee Day to be held on 1 October 2017.

**12. World Coffee Conference – to note** verbal

India will report on preparations for the 5<sup>th</sup> World Coffee Conference taking place in Bangalore in April 2020.

**13. National coffee policies – to note** verbal

Mexico will report on changes in coffee policy in their country.

**14. Cooperation with other agencies – to consider**

The Executive Director will report on cooperation with other agencies.

- MoU with Global Coffee Platform (GCP): The representative of the GCP will report. [WP-Council 283/17 Rev. 1](#)
- Memorandum of Understanding (MoU) with the African Fine Coffees Association (AFCA) [ICC-119-18](#)
- Sustainable Coffee Challenge verbal
- Global Adaptation Plan (GAP) verbal
- United Nations Conference on Trade and Development (UNCTAD) verbal
- International Trade Centre (ITC) verbal
- CeCafé – Coffee Dinner and Summit verbal
- First World Coffee Producers Forum (Medellin, Colombia) verbal
- Latin America Coffee Summit (Puebla, Mexico) verbal

**15. Reports from the Chairpersons of the ICO Bodies** verbal

**15.1 Private Sector Consultative Board (PSCB) – to consider**

**15.2 Promotion and Market Development Committee – to consider**

**15.3 Statistics Committee – to consider**

**15.4 Projects Committee – to consider**

**16. Consultative Forum on Coffee Sector Finance – to consider** verbal

The Chairman of the Consultative Forum on Coffee Sector Finance will report on the outcome of the 7<sup>th</sup> Forum held on 27 September 2017.

**17. Financial and administrative matters**

**17.1 Finance and Administration Committee – to consider**

[FA-160/17](#)

[FA-161/17](#)

[FA-162/17](#)

The Chairman of the Finance and Administration Committee will report on the meeting of the Committee, including the financial situation and the recommendations of the Committee with regards to proposals for banks, for the revision of salary scales and the basis for contributions to the Provident Fund for staff in the General Service category and other items requiring approval by the Council.

**17.2 Draft Administrative Budget for the financial year 2017/18 – to consider and, if appropriate, to approve** [FA-154/17 Rev. 2](#)

The Chairperson of the Finance and Administration Committee will report.

**18. Special Fund – to consider** verbal

Following the decision made at the 117<sup>th</sup> Session, the producers' spokesperson will report on progress made regarding the use of the Special Fund.

**19. Office holders and committees**

**19.1 Composition of committees – to consider and, if appropriate, to approve** [WP-Council 285/17](#)

The Council will consider the composition of the following committees for 2017/18:

- Core Group for the Consultative Forum on Coffee Sector Finance (6 exporting, 4 importing Members)

- Finance and Administration Committee (6 exporting, 5 importing Members)
- Private Sector Consultative Board (8 producing and 8 consuming associations) for 2017/18 and 2018/19 [WP-Council 286/17](#)
- Projects Committee (8 exporting, 3 importing Members)
- Promotion and Market Development Committee (8 exporting, 3 importing Members)
- Statistics Committee (8 exporting, 3 importing Members)

**19.2 Chairman and Vice-Chairman of the Council – *to elect*** verbal

According to Article 10 of the 2007 Agreement, the Chairman and the Vice-Chairman for coffee year 2017/18 should be elected from among the representatives of exporting and importing Members, respectively.

**19.3 Chairman and Vice-Chairman of the committees for 2017/18 – *to elect*** verbal

Rule 34 of the Rules of the Organization stipulates that the Chairman and Vice-Chairman of the committees shall normally be decided during the last regular session of the Council during the coffee year. The Council will elect the office holders for the following committees:

- Finance and Administration Committee
- Projects Committee
- Promotion and Market Development Committee
- Statistics Committee

**19.4 Chairman and Vice-Chairman of the Forum and Core Group for 2017/18 – *to elect*** verbal

The Council will elect the Chairman and Vice-Chairman of the Forum for 2017/18.

The Council will appoint the following advisors to the Core Group for 2017/18:

- Silas Brasileiro (Conselho Nacional do Café, Brazil)
- Nancy Cheruiyot (Fast)
- Nicolas Tamari, Sucafina SA

**20. Other business – *to consider***

verbal

**21. Future meetings**

[WP-Council 284/17](#)

The Council will consider dates of meetings in 2017/18 and 2018/19 – ***to consider and, if appropriate, to approve***

Members are invited to suggest topics for presentations during the next Session, for inclusion on the agenda, and improvements to future meeting arrangements – ***to consider***

REFERENCE DOCUMENTS
<a href="#">International Coffee Agreement 2007</a>
<a href="#">Action plan for the International Coffee Organization</a>
<a href="#">Rules of the International Coffee Organization</a>
<a href="#">Terms of reference for Committees and advisory bodies</a>
<a href="#">Model credential letter</a>
<a href="#">Office Holders for 2015/16</a>
<a href="#">Procedures for membership of the ICA 2007</a>