



**Finance and Administration Committee**

39<sup>th</sup> Meeting (intersessional)

2 July 2020

London, United Kingdom

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda – <i>to adopt</i></b>	FA-245/20 Rev. 2
<b>2. Report of the meeting held on 1 and 2 June – <i>to consider and, if appropriate, to approve</i></b>	<a href="#">FA-244/20</a>
<b>3. Comments from the Russian Federation on the draft Agenda for the meeting of the Committee – <i>to consider</i></b>	<a href="#">FA-249/20</a>
<b>4. Communication received from the Government of Brazil – <i>to consider</i></b>	<a href="#">FA-246/20</a>
<b>5. Financial sustainability of the Organization – <i>to consider</i></b>	verbal
The Head of Finance and Administration will report.	
<b>6. Outstanding contributions – <i>to consider</i></b>	
<b>6.1 Report on the implementation of Resolution 466 on Members in persistent arrears</b>	verbal
The Executive Director will report on progress in recovering arrears, including contacts with Members with long-standing arrears.	

**6.2 Resolution on temporary suspension of Members in persistent arrears** [ICC Resolution 470](#)

The Council, at its 126<sup>th</sup> Session, approved in principle the Resolution on temporary suspension of Members in persistent arrears, subject to further clarification by the Finance and Administration Committee.

**6.3 Scenario, excluding Members in persistent arrears, based on the redistribution of votes for coffee year 2020/21** [FA-239/20 Rev. 1](#)

The Executive Director will report.

**7. Draft Administrative Budget for financial year 2020/21 – to consider** [FA-231/20 Rev. 1](#)

The Committee will consider the revised draft Administrative Budget for financial year 2020/21.

**8. Auditors – to consider**

**8.1 Current Auditors: Nexia Smith & Williamson** [FA-241/20](#)  
[FA-248/20](#)

In accordance with the request of the Committee at its previous meeting, the Organization has renewed the invitation to the ICO Auditors for coffee year 2018/19 to be available for a session of questions and answers. Document [FA-248/20](#) contains the Auditor's response to the invitation of the ICO for them to participate at the meeting.

The Executive Director will report on his interaction with the Auditors regarding the issues raised in the previous meeting of the Committee.

**9. Relocation of premises to consider** [FA-247/20](#)

The Executive Director will report.

**10. Other business – to consider** verbal

**11. 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

<b>REFERENCE DOCUMENTS</b>
<a href="#">Financial Rules and Financial Regulations of the International Coffee Organization</a>
<a href="#">Rules of the International Coffee Organization</a>
<a href="#">Terms of reference for the Finance and Administration Committee (Annex V)</a>
<a href="#">International Coffee Agreement 2007 (ICA 2007)</a>