



International Coffee Organization
Organización Internacional del Café
Organização Internacional do Café
Organisation Internationale du Café

EB 3945/08

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Programme of activities

Executive Board
267th meeting
20 and 22 May 2008
London, England

**Programme of activities for the
Organization – 2008/09**

Background

1. In accordance with past practice this document contains proposals for activities by the Organization for coffee year 2008/09. It has been prepared on the assumption that the 2001 Agreement will still be in force during the next coffee year. The aim is to provide a focus for the non-routine work of the Organization under the International Coffee Agreement 2001, in accordance with the activities contained in the plan of action for 2001 – 2006 (document EB-3767/01 Rev. 2). The numbering of the activities reflects the order given in the plan of action. To avoid increasing the length of the document, some activities with no financial implications have been omitted as they are considered to be part of the day-to-day work of the Organization. It should be noted that each activity is subject to further development.
2. Members are invited to make proposals for a seminar or workshop in 2008/09 (Activity 1.10.1) which will be reflected in the revised programme of activities presented to the Council for approval in September 2008.
3. An estimate of the cost of specific activities in 2008/09 is given in Annex I. These costs have been incorporated in the draft Administrative Budget for the financial year 2008/09 and do not represent expenditure over and above that contained in the budget proposals. Annex II contains a list of acronyms used in this document.

Action

The Executive Board is requested to consider this document prior to recommending it for approval by the Council.

PROPOSED PROGRAMME OF ACTIVITIES FOR 2008/09

1.1 *Objective: To promote international cooperation on coffee matters*

Activities	Expected results	Unit	Resources
1.1.2 <ul style="list-style-type: none"> • To arrange visits to the following intergovernmental/development organizations: <ul style="list-style-type: none"> • the FAO (to cooperate on the development and financing of projects, as well as on organic coffee issues) • the African Development Bank (to explore financing for projects) • the ITC (to discuss the revision of the MOU) 	<ul style="list-style-type: none"> • Reformulation of project proposals requiring technical expertise, with the assistance of the FAO • Increased sources of funding for projects • Partnership in provision of training to beneficiaries 	Economics/ Projects	£7,000
1.1.7 <ul style="list-style-type: none"> • To visit selected Member countries as appropriate • To participate in national conventions, seminars and conferences 	<ul style="list-style-type: none"> • Strengthened links between the Secretariat and ICO Members and increased awareness of Members' views and needs on coffee matters 	Senior staff	Travel budget
1.1.8 <ul style="list-style-type: none"> • Visits to non-member countries 	<ul style="list-style-type: none"> • Increased membership of ICO 	Executive Director	Travel budget
1.1.10 <ul style="list-style-type: none"> • To attend events as appropriate and follow up relevant activities/programmes related to coffee matters • To attend technical meetings of UNCTAD, and meetings of the IACO, the FAO and the CFC as appropriate 	<ul style="list-style-type: none"> • Promotion of ICO activities and coffee priorities in international forums • Increased awareness of priorities and policies of other inter-governmental organizations 	All units	Travel budget

1.2 *Objective: To provide a forum for intergovernmental consultations, and negotiations when appropriate, on coffee matters and on ways to achieve a reasonable balance between world supply and demand on a basis which will assure adequate supplies of coffee at fair prices to consumers and markets for coffee at remunerative prices to producers, and which will be conducive to long-term equilibrium between production and consumption*

Activities	Expected results	Unit	Resources
1.2.2 <ul style="list-style-type: none"> • To redevelop the ICO website in preparation for the ICA 2007, including completing the translation of the website into the four official languages, and updating it to reflect new areas of activity 	<ul style="list-style-type: none"> • Updated and expanded information about ICO activities and coffee matters on ICO website available in the four official languages, with enhanced accessibility 	Information	£5,000

1.2.3	<ul style="list-style-type: none"> To take the necessary steps to ensure a smooth transition between the 2001 and 2007 Agreements, including publishing new strategy documents once agreed by the Council, making the necessary arrangements to implement the plan of action and arranging meetings of new ICO bodies once the ICA 2007 enters into force 	<ul style="list-style-type: none"> Strategy documents (final plan of action, development strategy for coffee, action plan for promotion and final terms of reference for new ICO bodies) New Rules of the Organization New Financial Regulations and Financial Rules of the Organization 	Council Secretariat	Regular
1.2.11	<ul style="list-style-type: none"> To prepare a report on tariffs and taxes paid by exporting Members for their processed coffee exports To prepare a report on various taxes on all forms of coffee imported by exporting Members 	<ul style="list-style-type: none"> Increased market transparency through regular reports on this issue 	Economics	Regular
1.3 Objective: To provide a forum for consultations on coffee matters with the private sector				
Activities		Expected results	Unit	Resources
1.3.3	<ul style="list-style-type: none"> To participate in private sector events which may include meetings of coffee associations in producing countries, the European coffee industry, the NCA and the SCAA 	<ul style="list-style-type: none"> Enhanced communication between the ICO and the private sector and increased awareness of the views and needs of the private sector on coffee matters 	Executive Director/ All units	Travel budget
1.3.4	<ul style="list-style-type: none"> To assist as necessary with planning and arrangements for the 3rd World Coffee Conference 	<ul style="list-style-type: none"> Preparations for the 3rd World Coffee Conference 	Council Secretariat	Self-financing
1.3.6	<ul style="list-style-type: none"> To continue to review progress on sustainability initiatives 	<ul style="list-style-type: none"> Input into and monitoring of the development of these initiatives 	Council/PSCB	Regular
1.4 Objective: To facilitate the expansion and transparency of international trade in coffee				
Activities		Expected results	Unit	Resources
1.4.1	<ul style="list-style-type: none"> To liaise with suitable partners and sources of funding in the organization of training on relevant issues, such as price risk management 	<ul style="list-style-type: none"> Cooperation on training programmes 	Economics	£2,000
1.4.3	<ul style="list-style-type: none"> To survey relevant associations/cooperatives in exporting countries 	<ul style="list-style-type: none"> Reports on coffee farmers and their associations 	Economics/ Projects	Regular

1.5 Objective: To act as a centre for and promote the collection, dissemination and publication of economic and technical information, statistics and studies, as well as research and development, in coffee matters

Activities	Expected results	Unit	Resources	
1.5.3	<ul style="list-style-type: none"> To continue to prepare monthly reports on the coffee market (published as “Letter from the Executive Director”) 	<ul style="list-style-type: none"> Increased public awareness of developments in the world coffee market Monthly Trade Statistics Quarterly Coffee Statistics for analysis Annual Green and Processed Coffee Statistics 	Economics/ Statistics	Regular
1.5.4	<ul style="list-style-type: none"> Review of Rules on Indicator Prices in preparation for the 2007 Agreement 	<ul style="list-style-type: none"> New Rules on Indicator Prices 	Statistics	Regular
1.5.5	<ul style="list-style-type: none"> Review of Rules on Certificates of Origin in preparation for the 2007 Agreement 	<ul style="list-style-type: none"> New Rules on Certificates of Origin 	Statistics	Regular
1.5.6	<ul style="list-style-type: none"> Review of Statistical Reports in preparation for the 2007 Agreement, and implementation of any necessary changes to the Rules 	<ul style="list-style-type: none"> New Statistical Reports and updated information systems 	Statistics	£4,000
1.5.11	<ul style="list-style-type: none"> To strengthen the capacity of the ICO to address food safety issues through producing relevant reports and developing cooperation with Codex Alimentarius 	<ul style="list-style-type: none"> Strengthened capacity to deal with food safety issues Regular reports on food safety 	Economics	Regular
1.5.19	<ul style="list-style-type: none"> To continue to cooperate with ASIC on areas such as scientific research 	<ul style="list-style-type: none"> Dissemination of information on research and programmes 	Information	Regular
1.5.21	<ul style="list-style-type: none"> To organize field visits to some Member countries to clarify with local staff issues of statistical compliance 	<ul style="list-style-type: none"> Improved compliance with statistical Rules 	Statistics/ Economics	£2,000

1.6 Objective: To encourage Members to develop a sustainable coffee economy

Activities	Expected results	Unit	Resources	
1.6.3	<ul style="list-style-type: none"> To disseminate information about good practices on sustainability derived from project activities 	<ul style="list-style-type: none"> Coffee farmers and the coffee industry will have greater awareness of good practices 	Economics/ Projects	Regular
1.6.7	<ul style="list-style-type: none"> The Executive Director will continue to explore ways of cooperating with the UN Framework Convention on Climate Change and other organizations in this field 	<ul style="list-style-type: none"> Identification of opportunities for the coffee sector to benefit from current initiatives as formulated in the Clean Development Mechanism 	Economics	Regular

1.7 Objective: To promote, encourage and increase the consumption of coffee

Activities	Expected results	Unit	Resources
1.7.1 <ul style="list-style-type: none"> • To continue dissemination of the Step-by-Step Guide to promote coffee consumption to all Members • To monitor the implementation of the ICO network to promote coffee consumption • To develop an action plan for promotion under the 2007 Agreement 	<ul style="list-style-type: none"> • Increased consumption of coffee • ICO network to promote coffee consumption fully operational 	Promotion	Regular

1.8 Objective: To analyse and advise on the preparation of projects for the benefit of the world coffee economy, for their subsequent submission to donor or financing organizations, as appropriate

Activities	Expected results	Unit	Resources
1.8.2 <ul style="list-style-type: none"> • To continue to assist Members in developing projects • Organizing visits to potential donors to finance projects 	<ul style="list-style-type: none"> • Getting finance for projects to address issues of concern in the coffee economy in Member countries 	Economics/ Projects	Regular
1.8.6 <ul style="list-style-type: none"> • To identify potential donors and submit project proposals for consideration • To diversify sources of funding 	<ul style="list-style-type: none"> • Increased number of coffee development projects 	Economics/ Projects	Regular
1.8.8 <ul style="list-style-type: none"> • To discuss specific cases with the CFC as the main project financing body • To participate in the CFC Governing Council as an observer to raise awareness of coffee issues of CFC members 	<ul style="list-style-type: none"> • Increased role of ICO in project activities • Raised awareness of CFC members on issues of concern 	Economics/ Projects	£1,000

1.9 Objective: To promote quality

Activities	Expected results	Unit	Resources
1.9.1 <ul style="list-style-type: none"> • To continue to monitor the implementation of the CQP • To continue to liaise with coffee experts on the possible harmonization of Resolution 420 with the ISO Standard on coffee defects (ISO 10470:2004) 	<ul style="list-style-type: none"> • Reports on the implementation of the CQP • Increased harmonization of coffee quality standards at the international level 	Economics/ Statistics	Regular

1.10 Objective: To promote training and information programmes designed to assist the transfer to Members of technology relevant to coffee

Activities	Expected results	Unit	Resources
1.10.1 • To organize a seminar on a topic to be agreed by Members in September 2008	• Dissemination of information about this topic through CD-Roms, the ICO website, etc.	Economics/ Council Secretariat	£10,000
1.10.5 • To set up teaching modules on specific topics and cooperate with training and dissemination of information on coffee topics	• Teaching modules	Economics	Regular

ADMINISTRATIVE BUDGET 2008/09

ACTIVITIES FOR WHICH SPECIFIC FINANCIAL PROVISION IS MADE

Objective	Financial provision
1.1 Promotion of international cooperation	£7,000
1.2 Forum for intergovernmental consultations	£5,000
1.4 Expansion and transparency of international trade	£2,000
1.5 Collection, dissemination and publication of information, statistics and studies	£6,000
1.8 Projects	£1,000
1.10 Training and information programmes	£10,000
Total	£31,000

ANNEX II

LIST OF ACRONYMS

ASIC	International Scientific Coffee Association
CFC	Common Fund for Commodities
CQP	Coffee Quality-Improvement Programme
FAO	Food and Agriculture Organization of the United Nations
IACO	Inter-African Coffee Organization
ICA	International Coffee Agreement
ICO	International Coffee Organization
ISO	International Organization for Standardization
ITC	International Trade Centre UNCTAD/WTO (ITC)
MOU	Memorandum of Understanding
NCA	National Coffee Association of the USA
PSCB	Private Sector Consultative Board
SCAA	Specialty Coffee Association of America
UN	United Nations
UNCTAD	United Nations Conference on Trade and Development