



INTERNATIONAL COFFEE ORGANIZATION
ORGANIZACIÓN INTERNACIONAL DEL CAFÉ
ORGANIZAÇÃO INTERNACIONAL DO CAFÉ
ORGANISATION INTERNATIONALE DU CAFÉ

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Information from exporting Members:

- **Production and domestic consumption estimates**
- **Costs of production: methodology and variables**
- **Institutional arrangements**
- **Publications on coffee**
- **National coffee policies**

1. The Executive Director presents his compliments and wishes to request exporting Members to provide information on the following issues to enable him to report to the Council at its 103rd Session in London from 23 to 25 September 2009.

- **Production and domestic consumption estimates by exporting Members:** Exporting Members are requested to send, as soon as possible, estimates for total production and domestic consumption for the current crop year (**2008/09:** for those countries with crop years running from July to June and those with crop years running from October to September; **2009/10:** for those countries with crop years running from April to March) and confirmation of the final estimate for their last crop (**2007/08** and/or **2008/09**, as appropriate). These estimates can be sent to the Organization by email (stats@ico.org) or by fax (+44 (0) 20 7612 0630).
- **Costs of production: methodology and variables used in its calculation:** Exporting Members are requested to send at least one copy of any recent publication available on the methodology and variables used to calculate their costs of production. This will be of great value to the Organization's Library which receives numerous requests for information in this field, and will also enable the Organization to prepare studies on this subject.
- **Institutional arrangements for coffee:** Members are also requested to send the Executive Director information about the institutional arrangements for coffee in their countries (including legislation, institutions, structure, etc.).

- **Publications on coffee:** Exporting Members are also invited to send the ICO copies of all significant publications on coffee originating in their countries to expand and enhance the Organization's Library collection which is extensively used by the coffee industry, academe and the media as well as ICO Members.
 - **National coffee policies:** Members are invited to advise the Executive Director if they wish to make a presentation on national coffee policies by **31 July 2009**.
2. Publications and replies may be sent to the Executive Director by post to 22 Berners Street, London W1T 3DD, United Kingdom, or by email to info@ico.org.