



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

ED 2090/10

7 May 2010  
Original: English

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- **Private Sector Consultative Board**
- **Statistics Committee**
- **Executive Board**
- **Expert Panel on Coffee Sector Finance**
- **Promotion Committee**
- **International Coffee Council**

### **Convocation of ICO meetings**

**20 – 24 September 2010**

### **Meetings and venue**

1. The Executive Director presents his compliments and wishes to inform ICO Members and observers about the 105<sup>th</sup> Session of the International Coffee Council and other ICO meetings which will take place from 20 to 24 September 2010. All meetings will take place at the headquarters of the Organization at 22 Berners Street, London W1T 3DD (Tel: +44 (0) 20 7612 0600, Fax: +44 (0) 20 7612 0630, Email: [info@ico.org](mailto:info@ico.org)). The first plenary Session of the Council will be held on Wednesday, 22 September at 14:30.

### **Agendas and arrangements**

2. Draft Agendas are attached, together with a draft schedule and a Guide to meetings containing information on arrangements for meetings, hotels and a map showing the location of the ICO.

3. Members wishing to submit documents for circulation or suggest any additional matters for consideration or to make presentations during the meetings are requested to advise the Executive Director in writing no later than **27 August 2010**. The deadline for receipt of new project proposals for consideration by the Virtual Screening Committee (VSC) in September 2010 is **25 June 2010**.

### **Expert Panel on Coffee Sector Finance**

4. Information about the Expert Panel meeting scheduled for the afternoon of Tuesday, 21 September will be circulated separately.

## Finance Committee meetings

5. Meetings of the Finance Committee may also take place in July 2010 and in the week preceding the 105<sup>th</sup> Council Session. The Agendas for these meetings will be circulated separately.

## Programme

<b>Meeting</b>	<b>Date (time of first meeting)</b>	<b>Open to</b>
<b>Private Sector Consultative Board (PSCB)</b>	20 September 2010 (09:30)	PSCB representatives and observers from private sector associations
<b>Statistics Committee</b>	20 September 2010 (14.30)	Statistics Committee members, Members, private sector representatives, experts in coffee statistics. Non-members may participate in an advisory capacity
<b>Finance Committee</b>	20 September 2010 (16:30)	Members
<b>Executive Board</b>	21 September 2010 (09:30)	Members
<b>Expert Panel on Coffee Sector Finance</b>	21 September 2010 (14:30 – 18:00)	Members and observers
<b>Promotion Committee</b>	22 September 2010 (10:00)	Members and observers
<b>International Coffee Council (105<sup>th</sup> Session)</b>	22 – 24 September 2010 (14:30)	Members and observers from non-member countries, international organizations and private sector associations

## Members – notification of attendance

6. Members are reminded that Rule 3 of the Rules of the Organization (document EB-3820/02) requires them to inform the Executive Director, in writing, as soon as possible after receiving this communication, of the composition of their delegations. Members are requested to ensure that their credentials are sent to the Organization well in advance of the meeting. Credentials should be issued in writing by a relevant Ministry or government agency of that country or by a representative of the Diplomatic Mission of the Member concerned either in the country where the seat of the Organization is located or where a session takes place. Faxed credentials may be accepted; however, Members are requested to provide original credentials after the session for record purposes.

7. The credentials of delegations will be examined by the Chairman, with the assistance of the Secretariat, who will report to the Council. The List of Delegations will be based on credentials received from Members and responses received from observers.

#### **Observers – notification of attendance**

8. Invited observers from non-member countries, international organizations and private sector associations wishing to attend the Council Session and/or other ICO meetings are requested to inform the Executive Director of the meetings they wish to attend either by email to: [info@ico.org](mailto:info@ico.org) or by completing and returning the form attached to the back of this document to the Secretariat by **27 August 2010**.

#### **Registration**

9. For the purposes of identification and security all participants attending the meetings are required to register on arrival at the Information desk, and to wear the badges issued to them during all meetings listed above.

#### **Interpretation**

10. One team of interpreters will be available from 21 to 24 September. Meetings on 20 September will be held in English only.

As at 7 May 2010

## ICO MEETINGS Provisional programme

**20 – 24 September 2010**

<b>Monday, 20 September</b>		<b>Room</b>	<b>Open to</b>	<b>Note</b>
08:30 onwards	Registration	Council lounge	ICO Members and observers	Accreditation/registration of ICO delegates throughout the day
09:30 – 13:00	PSCB	Board Room	Restricted	
<b>13:00 – 14:30</b>	<b>Lunch break</b>			
14:30 – 17:30	Statistics Committee	Board Room	Members	
16:30 – 18:30	Finance Committee	ED's meeting room	Members	<i>Provisional – if required (meetings of the Finance Committee will take place in July and the week preceding the Council)</i>
<b>Tuesday, 21 September</b>		<b>Room</b>	<b>Open to</b>	<b>Note</b>
08:30 – 09:30	Briefing meeting	ED's office	Restricted	Chairpersons and invited Members only
09:30 – 13:00	Executive Board	Board Room	Restricted: ICO Members only	
<b>13:00 – 14:30</b>	<b>Lunch break</b>			
14:30 – 18:00	Expert Panel on Coffee Sector Finance	Council Chamber	ICO Members and observers	
19:00 – 20:30	Chairman's reception	Mexican Ambassador's residence	ICO Members and observers	
<b>Wednesday, 22 September</b>		<b>Room</b>	<b>Open to</b>	<b>Note</b>
08:30 – 09:45	Cooperation on ICGN	Board Room	ICO Members	
10:00 – 13:00	Promotion Committee	Council Chamber	ICO Members and observers	
<b>13:00 – 14:30</b>	<b>Lunch break</b>			
14:30 – 17:30	Council	Council Chamber	ICO Members and observers	
<b>Thursday, 23 September</b>		<b>Room</b>	<b>Open to</b>	<b>Note</b>
10:00 – 13:00	Council	Council Chamber	ICO Members and observers	
<b>13:00 – 14:30</b>	<b>Lunch break</b>			
13:00 – 17:00	Council	Council Chamber	ICO Members and observers	
<b>Friday, 24 September</b>		<b>Room</b>	<b>Open to</b>	<b>Note</b>
10:00 – 13:00	Council	Council Chamber	ICO Members and observers	
13:00 – 13:30	Press conference	Committee Room	Press	The Executive Director and Chairmen will brief the press on the outcome of meetings during the week (to be confirmed)
<b>13:00 – 14:30</b>	<b>Lunch break</b>			
14:30 – 17:00	Council	Council Chamber	ICO Members and observers	<i>Provisional – if required</i>

**Notes:**

1. There will be one team of interpreters from 21 to 23 September.
2. The Annex lists office holders and the composition of ICO bodies for 2009/10.

As at 18 March 2010

**LIST OF OFFICE HOLDERS FOR COFFEE YEAR 2009/10****International Coffee Council (2009/10)**

Chairman: Mr Rodolfo Trampe (Mexico) ■ 1<sup>st</sup> Vice-Chairman: Mr M. Abdoulaye Nana (Cameroon) ■ 2<sup>nd</sup> Vice-Chairman: \* ■ 3<sup>rd</sup> Vice-Chairman: \*

**Executive Board (2009/10)**

Chairperson: Mrs Ina Grohmann (Germany) ■ Vice-Chairman: \*

**Exporting Members:** Brazil, Colombia, Costa Rica, Côte d'Ivoire, Guatemala, India, Tanzania, Vietnam

**Importing Members:** European Union (EU, Belgium, Germany, Italy, Spain), Norway, Switzerland, United States of America

**Private Sector Consultative Board (PSCB) (2009/10 and 2010/11)**

Chairman: Mr Rodolfo Trampe Taubert (AMECAFE, Mexico) ■ Vice-Chairman: Mr Robert Nelson (NCA of USA)

**Producer representatives** (*alternates in italics*)

**Colombian Milds:** Asociación de Exportadores de Café de Colombia (ASOEXPORT), *Sociedad Exportadora de Café de las Cooperativas de Caficultores (EXPOCAFE)*, *Federación Nacional de Cafeteros de Colombia*, Eastern African Fine Coffees Association (EAFCA)

**Other Milds:** Asociación Nacional del Café (Anacafé), *Asociación Mexicana de la Cadena Productiva del Café (AMECAFE)*, Coffee Exporters Association of India, *Speciality Coffee Association of India*

**Brazilian and other Natural Arabicas:** Associação Brasileira da Indústria de Café (ABIC), *Associação Brasileira da Indústria de Café Solúvel - ABICS*, *Conselho dos Exportadores de Café do Brasil (CeCafé)*, Confederação da Agricultura e Pecuária do Brasil (CNA), *Conselho Nacional do Café (CNC)*

**Robustas:** Association of Indonesian Coffee Exporters (AEKI), *Uganda Coffee Trade Federation (UCTF)*, Comité de Gestion de la Filière Café-Cacao de Côte d'Ivoire

**Consumer representatives** (*alternates in italics*)

All Japan Coffee Association (AJCA), Coffee Association of Canada, European Coffee Federation (ECF), Institute for Scientific Information on Coffee (ISIC), National Coffee Association of USA (NCA), Specialty Coffee Association of America (SCAA), Specialty Coffee Association of Europe (SCAE), *European Decaffeinators Association (EDA)*

**Promotion Committee**

Chairman: Mr Mick Wheeler (Papua New Guinea)

**Statistics Committee (2009/10)**

Chairman: to be elected ■ Vice-Chairman: to be elected ■ **Exporting Members:** Mr Thiago Siqueira Masson (Brazil), Ms Marcela Urueña Gómez (Colombia) ■ **Importing Members:** Mr Rob Simmons (UK), Mr Neil Rosser (Germany) ■ **Executive Director:** Mr David Brooks (USA), Mr Corneille Tabalo (D.R. Congo)

**Finance Committee (2009/10)**

Chairman: Mr Mick Wheeler (Papua New Guinea) ■ **Exporting Members:** Brazil, Colombia, Côte d'Ivoire, Papua New Guinea ■ **Importing Members:** EU (Spain), Norway, Switzerland, USA

**Virtual Screening Committee**

Chairman: Executive Director ■ **Exporting Members:** Brazil, Côte d'Ivoire, Guatemala, Indonesia ■ **Importing Members:** Germany, Italy, Spain, USA

\* Name to be provided



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ICC 105-0

7 May 2010  
Original: English

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**International Coffee Council**  
105<sup>th</sup> Session  
22 – 24 September 2010  
London, England

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda and schedule of meetings – to adopt</b>	ICC-105-0 Guide to meetings
<b>2. Admission of observers – to consider</b>  The Council will consider requests for observer status at this Session.	verbal
<b>3. Votes and credentials</b>	
<b>3.1 Votes in the Council for coffee year 2009/10 – to approve</b>  The Secretary will report.	to follow
<b>3.2 Initial distribution of votes in the Council for coffee year 2010/11 – to approve</b>  Documents containing the statistical basis for the proposed distribution of votes for exporting and importing Members will be circulated, together with the initial distribution of votes for coffee year 2010/11.	to follow
<b>3.3 Credentials – to approve</b>  The Chairman will examine the credentials with the assistance of the Secretariat.	verbal

#### **4. Membership**

##### **4.1 Membership of the ICA 2007 – *to consider*** to follow

The deadline for signature of the 2007 Agreement and the deposit of instruments is **25 September 2010**. The Council will consider a report on the status of membership under the ICA 2007 and draft Resolutions extending the time-limits for signature and the deposit of instruments of ratification, acceptance or approval.

##### **4.2 Membership of the International Coffee Agreement (ICA) 2001 – *to note*** to follow

In the light of progress of the ICA 2007, the Council may consider a draft Resolution extending the 2001 Agreement.

#### **5. Coffee market situation – *to note*** to follow

The Executive Director will introduce an analysis of the market situation. The latest official estimate for the Brazilian coffee crop for 2009/10 and 2010/11 will be circulated.

#### **6. World Coffee Conference – *to consider*** to follow

The Executive Director will report on the Conference which took place in Guatemala from 26 to 28 February 2010. A CD-Rom with the Conference proceedings and a report on the Conference themes and recommendations will be circulated. The Council will consider proposals for actions arising from the event and how to incorporate these into the work of the Organization.

#### **7. Preparations for the ICA 2007**

##### **7.1 Strategic action plan – *to consider*** to follow

At the 104<sup>th</sup> Session of the Council, all Members were requested to send their comments on the draft strategic action plan in writing to the Executive Director. A revised draft plan will be circulated incorporating proposals received from Members.

##### **7.2 Development strategy for coffee – *to consider*** WP-Council 191/09 Rev. 1

The Council will consider the development strategy for coffee.

##### **7.3 Terms of reference for the Consultative Forum on Coffee Sector Finance – *to consider*** ICC-102-11 Rev. 2

Document ICC-102-11 Rev. 2 contains revised draft terms of reference for the Consultative Forum on Coffee Sector Finance.

- 7.4 Conversion factors – to approve** ED-2062/09
- As recommended by the Statistics Committee, the Council will approve a proposal to change the conversion factor for green decaffeinated coffee (Article 2 of the Agreement).
- 8. Expert Panel on Coffee Sector Finance – to consider** to follow
- A meeting of an Expert Panel on Coffee Sector Finance will take place on the afternoon of Tuesday 21 September 2010 (the draft terms of reference are contained in document ED-2088/10). The Chairman of the Panel will report to the Council.
- 9. Consultative Forum on Coffee Sector Finance – to consider** WP-Forum 1/09  
PSCB-117/09  
ICC-103-15  
to follow
- The Council will consider the following matters with a view to preparing for the implementation of the Forum under the ICA 2007:
- Chairman and Vice-Chairman
  - Composition and functions of core group
  - Date of Forum
  - Agenda of the Forum
  - Proposals for organizations to be invited to participate in the Forum
  - Financing of the Forum
- 10. Programme of activities for 2010/11 – to approve** to follow
- A revised programme of activities for 2010/11 will be circulated. The Chairperson of the Executive Board will report.
- 11. Coffee development projects** to follow
- 11.1 Projects for approval by the Council – to consider and if appropriate, to approve** to follow
- The Chairperson of the Executive Board will report on new and revised projects considered by the Board in September 2010.
- 11.2 Projects already approved by the Common Fund for Commodities (CFC) – to note** to follow
- A progress report on the implementation of projects approved by the CFC will be circulated. The Head of Operations will report.



**11.3 International Coffee Genome Network (ICGN) – *to consider*** verbal

A meeting will take place on 22 September 2010 with Members and representatives of research institutions in exporting countries interested in cooperating with the ICGN on the development of a project or programme of work for the coffee genome with long-term benefits for the coffee industry (see also ED-2086/10). The Executive Director will report.

**12. Studies and reports**

**12.1 Studies – *to consider*** to follow

The Executive Director circulated ED-2087/10 requesting Members to send information on the costs of production and employment generated by the coffee sector by 1 June 2010. As provided for in the programme of activities for 2009/10 or requested by the Council in March 2010, the following studies will be circulated:

- **Cyclical patterns of coffee production**
- **Coffee stocks (including their location, ownership, type, quality, origin and effects on prices)**
- **Comparative analysis of retail prices of coffee**
- **Shares in global coffee value chain**
- **Indicator prices and economic variables (inflation, exchange rates, prices of inputs)**
- **Employment generated by the coffee sector**
- **Supply and demand projections (2011 – 2015)**
- **Production costs (2000/01 – 2009/10)**

**12.2 Obstacles to consumption – *to consider*** to follow

A report on obstacles to consumption will be circulated.

**12.3 Mixtures and substitutes – *to consider*** to follow

Article 36 of the 2001 Agreement states that the Executive Director shall submit to the Council a periodic report on compliance with the provisions of this Article. In April 2010, the Executive Director circulated document ED-2087/10 requesting Members to inform him of compliance with Article 36 by 1 June.

**12.4 Sources and methods of finance for agricultural commodities, especially in the coffee sector – to consider** to follow

The Executive Director circulated ED-2088/10 in April 2010 requesting Members to send him details of sources of coffee sector finance in their countries by 30 June, together with information about specific projects for which finance has been provided. A revised report will be circulated on sources and methods of finance for agricultural commodities to improve producers' ability to finance their coffee activities, including managing their stocks in origin countries.

**12.5 Climate change – to consider** to follow

At the 104<sup>th</sup> Session of the Council, Members were invited to send contributions to assist with the preparation of a document on the effects of climate change for the United Nations Framework Convention on Climate Change (UNFCCC) meetings in Mexico in November 2010. A draft document will be circulated.

**13. Report by the Chairman of the Private Sector Consultative Board (PSCB) – to note/to approve** verbal

The Chairman of the PSCB will report on the meeting of 20 September 2010.

**14. Report by the Chairman of the Statistics Committee – to note/approve** verbal

The Chairman of the Statistics Committee will report on the meeting of 20 September 2010.

**15. Report by the Chairman of the Promotion Committee – to note** verbal

Article 34 of the 2001 Agreement provides that the Promotion Committee shall report regularly to the Council.

**16. Phytosanitary matters – to consider** verbal

The Executive Director circulated ED-2087/10 requesting Members to send him details of Maximum Residue Levels (MRLs) for pesticides used in the coffee production process and details of the methodology used for calculating MRLs, together with copies of relevant studies.

The Head of Operations will report on phytosanitary matters including Ochratoxin A (OTA), acrylamide and legislation on MRLs for pesticides.

- 17. Cooperation with other agencies – *to note*** verbal
- The Secretariat is reviewing Memoranda of Understanding and future cooperation with other organizations in the light of the 2007 Agreement. The Executive Director will report.
- 18. National coffee policies – *to note*** verbal
- Member countries are invited to report on changes in coffee policies in their countries and to provide copies of statements and other information for circulation to Members.
- 19. Financial and administrative matters**
- 19.1 Draft Administrative Budget for the financial year 2010/11 – *to approve*** to follow
- The Chairperson of the Executive Board will report.
- 19.2 Other financial and administrative matters – *to consider*** to follow
- The Chairperson of the Executive Board will report on other financial and administrative matters considered by the Board including: payment of arrears, the appointment of registered auditors and the appointment of the Finance Committee.
- 20. Office-holders**
- 20.1 Chairman and Vice-Chairmen of the Council – *to elect*** verbal
- According to Article 11 of the 2001 Agreement the Chairman and first Vice-Chairman this year should be elected from among the representatives of importing Members. The second and third Vice-Chairmen should be elected from among the representatives of exporting Members. Previous Chairmen from importing Members were from the USA (2008/09) and Italy (2006/07).
- 20.2 Executive Board – *to elect*** verbal
- Voting procedures are outlined in Article 18 of the 2001 Agreement and Rule 46 of the Rules of the Organization.
- 20.3 Chairman and Vice-Chairman of the Executive Board – *to elect*** verbal
- Article 17 of the 2001 Agreement provides that the Chairman and Vice-Chairman should both be from the same category of membership. For 2010/11, precedent indicates that this should be from the category of exporting Members. Previous Chairmen from exporting Members were from India (2008/09) and Guatemala (2006/07).

**20.4 Statistics Committee – *to approve***

verbal

The terms of reference for the Statistics Committee under the ICA 2001 provide that the Council shall approve the names of representatives or experts designated by exporting and importing Members and by the Executive Director (two in each category) for a two-year term of office. The Council may wish to consider appointing the current representatives of the Committee for a further year, pending the entry into force of the ICA 2007:

Exporting Members: Mr Thiago Siqueira Masson (Brazil),  
Ms Marcela Urueña Gómez (Colombia)

Importing Members: Mr Rob Simmons (United Kingdom),  
Mr Neil Rosser (Germany)

Executive Director: Mr Corneille Tabalo (Democratic Republic of Congo),  
Mr David Brooks (United States of America)

**21. Other business – *to consider***

verbal

**22. Future meetings**

verbal

The next Session of the Council will take place in Côte d'Ivoire from 28 to 31 March 2011 – *to note*

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*



**Executive Board**

272<sup>nd</sup> Meeting

21 September 2010 (09:30)

London, England

**Draft Agenda**

**Item**

**Document**

1. **Draft Agenda and schedule of meetings – to adopt** EB-3975/10

2. **Votes in the Council and Executive Board for coffee year 2009/10 – to approve** to follow

The Secretary will report.

2.2 **Initial distribution of votes in the Council for coffee year 2010/11 – to note** to follow

Documents containing the statistical basis for the proposed distribution of votes for exporting and importing Members and the initial distribution of votes for coffee year 2010/11 will be circulated.

3. **Programme of activities for 2010/11 – to consider** to follow

The Board will consider a revised draft programme of proposed activities in coffee year 2010/11 prior to submitting a recommendation to the Council.

4. **Coffee development projects**

4.1 **Projects under consideration by the ICO – to consider** to follow

New and revised project proposals for consideration in September 2010 or March 2011 should reach the Executive Director by **25 June 2010** or **17 December 2010**, respectively. The Head of Operations will introduce the report of the Virtual Screening Committee (VSC) on new project proposals.

**4.2 Projects under consideration by the Common Fund for Commodities (CFC) – *to note*** to follow

The Head of Operations will report on projects under consideration by the CFC, including projects considered by the CFC Project Appraisal Committee and Consultative Committee in July 2010.

**5. Implementation of the Coffee Quality-Improvement Programme (CQP) – *to consider*** to follow

The Head of Operations will introduce reports on gradings for Arabica and Robusta coffees and the implementation of the CQP.

**6. Financial and administrative matters**

**6.1 Report of the Finance Committee – *to consider*** to follow

The Chairman of the Finance Committee will report on meetings of the Finance Committee in July and September 2010, including the financial situation.

**6.2 Draft Administrative Budget for the financial year 2010/11 – *to consider*** to follow

The Board will consider the recommendation of the Finance Committee on the draft Administrative Budget.

**6.3 Payment of arrears – *to consider*** verbal

Under the provisions of Resolutions 430 (Democratic Republic of Congo) and 437 (Nicaragua), the Executive Director was requested to inform the Executive Board of compliance with the terms of these Resolutions. The Executive Director will report.

**6.4 Appointment of registered auditors – *to consider*** verbal

Under the provisions of Rule 62 of the Rules of the Organization, the Executive Director is required to appoint registered auditors annually in consultation with the Executive Board. The Board will consider the recommendation of the Finance Committee.

**6.5 Finance Committee 2010/11 – *to appoint*** verbal

The terms of reference of the Finance Committee under the ICA 2001 (document WP-Finance 2/04) provide that the Executive Board shall appoint the representatives of the Finance Committee at its September meeting. In the light of progress on the ICA 2007, the Board may wish to consider appointing the representatives of the Committee for a further year.

**6.6 Other financial and administrative matters – *to approve*** verbal

The Executive Director will report.

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

**8. Future meetings – *to note*** verbal

The date of the next meeting of the Executive Board will be confirmed.



**Private Sector Consultative Board**

31<sup>st</sup> meeting

20 September 2010 (09:30)

London, England

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda – to adopt</b>	PSCB-121/10
<b>2. Report on the meeting of 1 March 2010 – to approve</b>	PSCB-120/10
<b>3. Coffee market situation – to note</b>	to follow
The Executive Director will introduce an analysis of the market situation.	
As suggested at the last meeting, representatives of the commodity exchanges will be invited to make presentations on coffee and the futures market.	
<b>4. World Coffee Conference – to consider</b>	to follow
The Executive Director will report on the Conference which took place in Guatemala from 26 to 28 February 2010. A CD-Rom with the Conference proceedings and a report on the Conference themes and recommendations will be circulated.	
<b>5. Coffee and health – to note</b>	verbal
Reports will be given on the Positively Coffee Programme and the Healthcare Professions – Coffee Education Programme (HCP-CEP).	



**6. Food safety aspects – to note**

verbal

The PSCB will consider updates on matters related to food safety.

The Executive Director circulated ED-2087/10 requesting Members to send him details of Maximum Residue Levels (MRLs) for pesticides used in the coffee production process and details of the methodology used for calculating MRLs, together with copies of relevant studies.

**7. Preparations for implementation of the ICA 2007**

**7.1 Strategic documents – to note**

to follow

The Executive Director will report on preparations for the implementation of the 2007 Agreement, including a revised strategic action plan and a development strategy for coffee.

**7.2 Consultative Forum on Coffee Sector Finance – to consider**

ICC-102-11 Rev. 2

A meeting of an Expert Panel on Coffee Sector Finance will take place on 21 September. The PSCB will continue discussions on this matter.

**8. Items under continued review – to consider**

to follow

Discussion is invited on topics which the PSCB is keeping under review, including, inter alia:

- The supply of private sector statistical data
- The Coffee Quality-Improvement Programme (CQP) – a presentation on the Coffee Quality Institute will be made.
- Coffee Issues Management Forum
- The International Coffee Genome Network (ICGN)
- Programmes to eliminate child labour
- Geographical Indications
- Resources for the ICO Promotion Fund

**9. PSCB representatives and officeholders**

verbal

*PSCB Chairman and Vice-Chairman for 2010/11 – to elect*

*Nominations for 8<sup>th</sup> consuming PSCB representative for 2009/10 and 2010/11 – to consider*

**10. Recommendations to the Council – *to note*** verbal

The Chairman will summarize any recommendations agreed by the PSCB at this meeting to be conveyed to the Council for consideration or approval.

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

**12. Future meetings – *to consider*** verbal

The PSCB is invited to suggest matters for consideration at the next meeting.

The next meeting of the PSCB will take place during the 106<sup>th</sup> Session of the Council from 28 to 31 March 2010 in Côte d'Ivoire.



**Statistics Committee**  
28<sup>th</sup> meeting  
20 September 2010 (14:30)  
London, England

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda – to adopt</b>	WP-Statistics 144/10
<b>2. Chairman – to elect</b>	verbal
In September 2009, the Committee decided to defer the election of a Chairman to its next meeting.	
<b>3. Report of the Statistics Committee on the meeting of 21 September 2009 – to approve</b>	WP-Statistics 143/09
<b>4. Compliance with statistical rules – to consider</b>	to follow
The Statistician will report on compliance with statistics.	
<b>5. Technical assistance – to consider</b>	verbal
The Statistician will report on workshops held in Indonesia and Vietnam and proposals for future technical assistance, including discussions with the InterAfrican Coffee Organisation (IACO) on assistance to African Members.	
<b>6. Rules on Indicator Prices – to consider</b>	to follow
The Statistician will report on a meeting with the agents that collect the daily prices to discuss possible improvements to the indicator price system. Proposed revisions to the Rules on Indicator Prices will be circulated.	

- 7. Inventories and stocks – to note** to follow
- The Committee will review a study on coffee stocks, including their location, ownership, type, quality, origin and effect on prices.
- 8. Organic coffee – to consider** to follow
- The Statistician will introduce a report on exports of organic coffee by origin and by destination.
- 9. Exports to exporting countries – to consider** to follow
- The Statistician will introduce a report on exports of all forms of coffee to exporting countries, including re-exports from importing countries. Additional tables presenting details by destinations, form and origin of coffee have been included as decided at the last meeting.
- 10. Report to the International Coffee Council – to note** verbal
- The Chairman of the Statistics Committee will report to the Council with any recommendations.
- 11. Other business – to note/consider**
- Registered ports of export and ICO Certifying Agents* WP-Council 174/08 Rev. 1
- The final version of document WP-Council 174/08 Rev. 1 containing information on registered ports of export and ICO Certifying Agents will be circulated when the ICA 2007 enters into force.
- Costs of production/employment generated by the coffee sector* to follow
- Exporting Members who have not yet done so are requested to send the Secretariat information on the costs of production and employment generated by the coffee sector (see ED-2087/10).
- Statistics Committee* verbal
- The Council will consider the composition of the Statistics Committee for 2010/11 in the light of progress on the 2007 Agreement. In September 2009, the Committee agreed to maintain its present composition until the ICA 2007 enters into force.
- 12. Future meetings – to note** verbal
- The Committee will consider the date of its next meeting.



**Promotion Committee**

18<sup>th</sup> meeting

22 September 2010 (10:00)

London, England

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda – to adopt</b>	PC-61/10
<b>2. Promotion activities and proposals</b>	
<b>2.1 ICO CoffeeClub Network – to note</b>	to follow
A report assessing the implementation of the Network will be circulated. The consultant will report.	
<b>2.2 Programmes to promote coffee consumption – to note</b>	verbal
The consultant will report on the implementation of programmes to promote coffee consumption based on the Step-by-Step Guide to Promote Coffee Consumption.	
<b>2.3 Coffee and health – to consider</b>	verbal
The Executive Director will report on coffee and health programmes and future collaboration with the Institute for Scientific Information on Coffee (ISIC) on the Positively Coffee Programme.	
<b>3. Promotion and market development under the ICA 2007 – to consider</b>	PC-13/03 Rev. 2
At the last meeting of the Committee, Members were requested to come prepared to this meeting with suggestions for future resources for activities to increase coffee consumption, and to submit proposals in writing in advance. The Committee will consider ideas and proposals for the recapitalization of the Promotion Fund.	
Members are also invited to contribute proposals for the action plan for promotion and market development under the ICA 2007.	

- 4. Other business – *to consider*** verbal

*23<sup>rd</sup> ASIC Conference (Bali, 3 to 7 October 2010)*

- 5. Date of next meeting – *to note*** verbal

The date of the next meeting will be confirmed by the Secretariat.



INTERNATIONAL COFFEE ORGANIZATION

22 Berners Street  
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United Kingdom

**ICO MEETINGS  
(September 2010)**

**ATTENDANCE FORM – OBSERVERS**

I will attend the following meetings to be held at the headquarters of the International Coffee Organization in London in September 2010:

	Yes*	No*	
Private Sector Consultative Board (20 September)	<input type="checkbox"/>	<input type="checkbox"/>	(PSCB)
Statistics Committee (20 September)	<input type="checkbox"/>	<input type="checkbox"/>	(Members & observers)
Executive Board (21 September)	<input type="checkbox"/>	<input type="checkbox"/>	(Members)
Promotion Committee (22 September)	<input type="checkbox"/>	<input type="checkbox"/>	(Members & observers)
105 <sup>th</sup> Session of the Council (22 – 24 September)	<input type="checkbox"/>	<input type="checkbox"/>	(Members & observers)

\* Please tick as appropriate

as a member of the delegation of: .....  
*(please state name of PSCB association/  
observer organization or non-member country as appropriate)*

Name: ..... Surname: .....

Name on registration badge: .....

Title or official position: .....

Organization/company: .....

Address: .....

.....

Country: ..... Phone: .....

Fax: ..... Email: .....

Signature: .....

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