



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

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**Programme of activities for the
Organization – 2009/10**

Background

1. This document contains proposals for activities by the Organization for coffee year 2009/10. It has been prepared on the assumption that the 2007 Agreement will enter into force during the next coffee year. The activities are based on the strategic goals and actions in the draft strategic action plan for 2009-2014 (document WP-Council 173/08 Rev. 2), which will be considered by the Council at its 102nd Session in March 2009. The draft programme is subject to further revision in the light of changes to the strategic action plan. It is suggested that in the case of proposals for the draft strategic plan by Members, specific activities should be included once the plan has been approved (especially with reference to Actions 26, 34, 38, 43 and 44 of WP-Council 173/08 Rev. 2).
2. The document comprises two sections: Section I includes specific activities, some of which have financial implications, while Section II includes regular activities with no financial implications. It is proposed that Section II should be omitted from future programmes as activities in this section relate to the day-to-day work of the Organization.
3. Members are invited to make proposals for a seminar or workshop in 2009/10 (Activity 29 in Section I) which will be reflected in the revised programme approved by the Council in September 2009.
4. An estimate of the costs of specific activities in 2009/10 is given in Annex I. These costs have been incorporated in the draft Administrative Budget for the financial year 2009/10 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 Council is requested to consider this document.

PROGRAMME OF ACTIVITIES FOR THE ORGANIZATION – 2009/10

SECTION I: SPECIFIC ACTIVITIES

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014) ¹	2009/10 (PLANNED ACTIVITIES)
	Forum for the development of international coffee policies	
Economics/ Information	2. To identify priority issues, emerging concerns and opportunities arising from international and domestic trends, including technological developments, that may affect the coffee economy, and to advise on responses to these issues	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Monitoring the impact of the economic crisis on the world coffee sector • See Activities 4 and 9 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Identification of key issues facing the world coffee sector in forthcoming years • Reports and documents <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Reports
Economics	3. To review programmes concerning the equilibrium between supply and demand	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Evaluation of ongoing programmes (Coffee Quality-Improvement Programme, coffee and health initiatives, programmes funded by the Promotion Fund and project activities) • See also Activities 39, 40 and 42 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Reports on market trends • Progress reports and presentations • Recommendations incorporated in strategic action plan and other policy documents <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of recommendations, progress reports and presentations
Secretariat	4. To hold a World Coffee Conference at appropriate intervals	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Preparations for and organization of the 2010 Conference in collaboration with Guatemala, including consultations with the PSCB and conference taskforce, preparation and dissemination of background papers and presentations, and press briefings on conference and outcomes <p>Expected outputs:</p> <ul style="list-style-type: none"> • World Coffee Conference held, Chairman's report on conference conclusions presented to Council and disseminated on website together with Conference presentations • Recommendations incorporated in strategic action plan and other policy documents <p>Resources: Regular</p>

¹ Strategic goals and actions are taken from the draft strategic action plan for 2009-2014 (document WP-Council 173/08 Rev. 2).

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
	<p>4. To hold a World Coffee Conference at appropriate intervals (continued)</p>	<p>Indicators:</p> <ul style="list-style-type: none"> • Summary report of proceedings of the Conference and recommendations • Number of participants • Usage of ICO website
<p>Executive Director/ Economics/ Secretariat</p>	<p>7. To enhance cooperation and communication on coffee policies and actions with appropriate intergovernmental, international, regional and other organizations</p>	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • To explore cooperation on coffee matters and activities with FAO, UNEP, ITC, international development banks and other organizations • Participation by ICO representatives in meetings and activities of other organizations including IACO, CFC and the annual meeting of ICBs • Encouragement of participation by appropriate intergovernmental, international, regional and other organizations in ICO meetings and events • Dissemination of policy papers and reports to other organizations <p>Expected outputs:</p> <ul style="list-style-type: none"> • Interventions and submissions to international meetings • Development of activities in collaboration with other organizations, including UNEP and FAO • Missions to relevant organizations <p>Resources: £6,000</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of events participated in • Memoranda of Understanding
	<p>Market transparency</p>	
<p>Economics</p>	<p>9. To prepare reports and studies on the market situation and trends and developments in the coffee sector</p>	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Preparation of monthly reports on the coffee market situation • Preparation of two studies on specific aspects of the world coffee sector: <ul style="list-style-type: none"> - Employment generated by the coffee sector worldwide - Market for certified coffee <p>Expected outputs:</p> <ul style="list-style-type: none"> • Increased transparency of the world coffee sector • Reports on the market situation and studies <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of monthly market reports • Number of studies

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Economics/ Statistics	10. To expand statistical coverage of the coffee value chain, including issues related to sustainable coffee programmes (certification and verification schemes), value distribution and evaluation of efficiency	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Collection of additional information on coffee with special characteristics, such as participation in certification/verification schemes, gourmet classification, value of shipments and HS codes in the new Certificate of Origin once it is implemented by exporting Members • Contacts with certification agencies and other bodies for supply of data • Upgrading of statistical software • See also Activity 9 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Expanded information on coffee value chain • Increased information on markets for coffees with special characteristics included in regular ICO publications and special reports <p>Resources: £3,000</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Report on markets for coffee with special characteristics
Economics	13. To take into account actions related to Article 24 (Removal of obstacles to trade and consumption) in implementing the ICA 2007	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Preparation of report on obstacles to trade and consumption <p>Expected outputs:</p> <ul style="list-style-type: none"> • Report presented to the Council in September 2010 <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Report
Operations	14. To submit to the Council periodic reports on compliance with Article 27 (Mixtures and substitutes) of the ICA 2007	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Preparation of report on mixtures and substitutes <p>Expected outputs:</p> <ul style="list-style-type: none"> • Report presented to the Council in September 2010 <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Report
Statistics	17. To review conversion factors for the types of coffee listed in sub-paragraphs (d), (e), (f) and (g) of Article 2 (Definitions) at regular intervals	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Implementation of decision by the Council on conversion factors and changes to the ICO statistical database, as appropriate <p>Expected outputs:</p> <ul style="list-style-type: none"> • New set of conversion factors for types of coffee <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Reports and statistics using new conversion factors

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Operations/ Statistics	18. To review options for private-public partnership to enhance the transparency and reliability of coffee statistics	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Organization of field visits to selected Member countries to clarify issues of compliance with Statistical Rules • Investigation of alternative sources of statistics with a view to improving Members' compliance with Statistical Rules and broadening coverage of the coffee market <p>Expected outputs:</p> <ul style="list-style-type: none"> • Improved statistical coverage of the world coffee market • Improved compliance with ICO Statistical Rules <p>Resources: £3,000</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Statistical reports • Compliance with ICO Statistical Rules
	Development and dissemination of knowledge	
Economics/ Information	22. To collect from Members, non-members, donors and other agencies, information on development projects and programmes focusing on the coffee sector	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Preparation of a report on coffee sector development projects currently under implementation by Members, non-members, donors and other agencies for circulation to Members and dissemination on the website • See also Activity 21 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Increased information on global coffee development projects, allowing for a greater understanding according to geographic location, size, objectives, donor agency and overall success • Report on information on coffee sector development projects and programmes to the Council <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Report on relevant projects and programmes • Usage of ICO website

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Economics	<p>27. To encourage, where appropriate, the inclusion of risk management and credit access activities in projects supported by the ICO</p>	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Inclusion, where appropriate, of risk management and credit access activities in projects supported by the ICO • Inclusion of risk management and credit access activities on the agenda of the Consultative Forum on Coffee Sector Finance • See also Activity 21 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Expanded use of finance and risk management instruments <p>Resources: CFC budget for coffee projects</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of projects successfully concluded and replicated • Findings of the Consultative Forum on Coffee Sector Finance
Secretariat	<p>29. To organize seminars, round-tables and workshops on coffee-related matters and disseminate information presented at these events</p>	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Holding a seminar on a topic to be agreed by Members during coffee year 2008/09 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Terms of reference for the seminar prepared and agreed by Members • Conclusions of seminar presented by the Chairman to the Council • Seminar presentations and reports disseminated on website • Input into development of future coffee policies on seminar topic <p>Resources: £10,000</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Attendance at seminar • Usage of ICO website
Economics	<p>30. To seek finance for and arrange training courses (including e-training) in cooperation with appropriate bodies</p>	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Identification of appropriate bodies, including those participating in the Consultative Forum on Coffee Sector Finance, for collaboration on training activities • Drafting of terms of reference for collaborative activities <p>Expected outputs:</p> <ul style="list-style-type: none"> • Training courses on issues relevant to the world coffee sector <p>Resources: £1,500</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Terms of reference for collaborative activities

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Economics	31. To disseminate information about appropriate food safety procedures in the coffee sector	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Discussion of food safety issues during meetings of the Council and PSCB • Dissemination of information about food safety legislation and other issues as appropriate • Participation in activities of the Codex Alimentarius <p>Expected outputs:</p> <ul style="list-style-type: none"> • Updated information on food safety issues affecting the coffee sector <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Publications and reports • Usage of ICO website
Information	32. To develop and disseminate resources and fact-sheets on coffee issues	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Maintenance of an area of the ICO website containing concise coffee sector profiles for all Member countries • Preparation of a series of fact sheets with essential information on topical issues <p>Expected outputs:</p> <ul style="list-style-type: none"> • Increased transparency of the world coffee sector • Coffee sector profiles for all Member countries regularly updated • Fact-sheets on topical issues <p>Resources: £1,500</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Expanded website • Usage of ICO website • Number of fact-sheets produced
Sustainable coffee sector		
Economics	33. To identify means by which a sustainable coffee sector can contribute to the achievement of the Millennium Development Goals, in particular with respect to poverty eradication	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Identification, in collaboration with other development agencies, of key areas where coffee can play a major role in poverty eradication • Inclusion of issues related to the Millennium Development Goals in the preparation and implementation of projects • See also Activities 4, 7, 22, 29 and 35 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Increased standards of living of small coffee farmers, particularly in Least Developed Countries (LDCs) • Integration of the principles of sustainable development into country policies and programmes <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of LDCs involved in project activities • Results of projects • Number of Member countries with a defined environmental policy for the coffee sector

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Economics	<p>35. To promote the sustainable management of coffee resources and processing by means of project activities</p>	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Examination, in conjunction with other development agencies, of the best options for promoting the sustainable management of coffee resources and processing • Collection of information on international initiatives for the sustainable management of natural resources • See also Activities 7, 22, 33 and 36 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Inclusion of the principles of sustainable development in project activities <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of reports • Usage of ICO website
Economics/ Information	<p>36. To disseminate information about sustainability and sustainable techniques and practices, including performance indicators and appropriate organizational structures</p>	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Collection and dissemination of information on sustainability and its implications for the world coffee sector. • Presentations on sustainability issues to Members • See also Activities 4, 23 and 35 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Reports and presentations to the Council and disseminated on the website • Enhanced information and increased awareness about the challenges of adapting to a more sustainable coffee economy, sustainable issues and sustainable practices <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of presentations • Number of workshops for the dissemination of project results • Number of reports • Usage of ICO website

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Economics/ Information	37. To disseminate information on the effects of climate change on the coffee sector, in the light of the United Nations Framework Convention on Climate Change and other relevant actions	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Compilation and dissemination of information on climate change and its impact on the coffee sector • Publication of a report on the impact of climate change on the coffee sector • See also Activity 4 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Provision of up-to-date information on the consequences of climate change for the sector, facilitating the process of adaptation to future challenges and mitigation of negative effects of climate change <p>Resources: £6,000</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Publication of report • Presentations on the effects of climate change on coffee
Operations	39. To develop an action plan to encourage increased consumption and market development under the ICA 2007	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Preparation of a strategy to increase consumption and market development for consideration by the Promotion and Market Development Committee and by the Council <p>Expected outputs:</p> <ul style="list-style-type: none"> • Action plan to encourage increased consumption and market development under the ICA 2007 <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Action plan
PSCB	40. To promote, in conjunction with the private sector, positive communication about issues related to coffee and health	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Provision of operational and administrative support for the Positively Coffee Programme and the Healthcare Professions – Coffee Education Programme (HCP-CEP) <p>Expected outputs:</p> <ul style="list-style-type: none"> • Provision of scientifically vetted information about coffee and health issues which is also easily understandable to the layman • Information will be disseminated via newsletters, a dedicated website, and attendance at conferences and other public meetings • Regular reports to the PSCB <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Participation in seminars, congresses, etc. • Number of newsletters • Usage of ICO and Positively Coffee websites • Number of active programmes undertaken by HCP-CEP

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Economics	41. To maintain the ICO network to promote coffee consumption	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Promotion and extension of the use of the ICO CoffeeClub Network by the world coffee sector • Development of new communities on the Network • Ongoing moderation of the Urban Coffee community <p>Expected outputs:</p> <ul style="list-style-type: none"> • New communities established on issues of interest to the coffee sector • Posting of ideas and strategies to promote coffee consumption • Increased usage of the Network <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of members of Network • Usage of the Network
Operations/ Statistics	42. To encourage the implementation of quality standards for exported coffee (as provided for in Resolution 420)	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Collection of data extracted from Certificates of Origin • Monitoring of grading results by LIFFE and ICE <p>Expected outputs:</p> <ul style="list-style-type: none"> • Periodic reports on the implementation of the Coffee Quality-Improvement Programme (CQP) <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of reports • Share of coffee exports in accordance with the terms of Resolution 420 in comparison with total exports of green coffee • Number of countries implementing the CQP

SECTION II: REGULAR ACTIVITIES

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
	Forum for the development of international coffee policies	
Secretariat	<p>1. To facilitate consultations on coffee-related issues through regular Council sessions, meetings of ICO bodies and other relevant meetings and events</p>	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Servicing of biannual ICO meetings including the Council, Private Sector Consultative Board, Promotion and Market Development Committee, Projects Committee, Finance and Administration Committee, Statistics Committee and others as appropriate <p>Expected outputs:</p> <ul style="list-style-type: none"> • Reports, documents and presentations on coffee-related matters • Discussion and decisions by the Council on coffee-related issues and recommendations by ICO bodies and committees • Information about national coffee policies • Dissemination of information about policies and activities on website • Annual Reviews <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of meetings, presentations, reports and decisions • Usage of ICO website
Executive Director/ Operations/ Secretariat	<p>5. To develop close links with representatives of producing and consuming Members, through missions and briefings on ICO activities and coffee issues, as well as other relevant activities</p>	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Missions to Member countries • Presentations and participation in national and world coffee events • Briefings of representatives of Member countries on the ICO and coffee issues through meetings and information packs • Press briefings during Council Sessions and interviews with national and international media to brief them about the ICO and coffee issues <p>Expected outputs:</p> <ul style="list-style-type: none"> • Missions, briefings and interviews • Reports on missions and coffee events posted on website <p>Resources: Travel budget</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of missions and meetings • Number of press briefings and interviews

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Executive Director/ PSCB	6. To maintain a dialogue with the private sector to explore areas of potential mutual interest for cooperation on ICO activities	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Consultations with private sector representatives during regular meetings of the PSCB • See also Activities 5 and 40 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Recommendations of PSCB presented to Council • Reports of meetings and other documents posted on website <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Recommendations and reports
Executive Director/ Secretariat	8. To encourage non-member countries to become Members of the Organization	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Programme of contacts with representatives of non-members (letters and visits) to brief them about benefits of and procedures for membership • Preparation and dissemination of documents and information on membership <p>Expected outputs:</p> <ul style="list-style-type: none"> • Reports and documents on membership • Contacts, missions and briefings • Progress on expanding membership of the ICA 2007 <p>Resources: Travel budget</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of ratifications and accessions to the 2007 Agreement • Depository Notifications
Market transparency		
Statistics	11. To investigate the usefulness of extra data from Certificates of Origin, particularly with reference to quality and niche markets	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • To prepare regular reports for the Statistics Committee and invite it to review the value of extra data on quality and niche markets • See also Activity 10 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Recommendations by the Statistics Committee to the Council <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of recommendations and reports

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Economics	12. To prepare periodical surveys on the effects of tariffs, non-tariff barriers and indirect taxes on coffee consumption and trade	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Gathering of information on tariffs, non-tariff barriers and indirect taxes with a view to circulating a report in 2010/11 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Report on tariffs, non-tariff barriers, etc. to be circulated in 2010/11 <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of reports
Economics/ Statistics	15. To monitor production plans by Member countries	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Presentations to the Council on production plans by Members <p>Expected outputs:</p> <ul style="list-style-type: none"> • Increased information about production trends • Summary reports <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of presentations • Number of reports
Statistics	16. To continue to monitor and evaluate the system of indicator prices, and revise as appropriate	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Implementation of the recommendation by the Council on new market shares and group weightings for the calculation of the ICO composite and group indicator prices • Review of the system of indicator prices during regular meetings of the Statistics Committee <p>Expected outputs:</p> <ul style="list-style-type: none"> • New series of indicator prices <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Monthly prices document • Daily posting of indicator prices on the website

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
	Development and dissemination of knowledge	
Economics	19. To screen project proposals submitted with the support of Members, using consistent mechanisms, so as to select proposals that are suitable for potential donors	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • To screen project proposals for submission to the Council <p>Expected outputs:</p> <ul style="list-style-type: none"> • Fully developed project proposals submitted to the Council for approval by the Projects Committee <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of proposals screened by the Projects Committee, revised by the proponents and submitted to the Council for approval
Economics	20. To sponsor projects that benefit Members and the world coffee economy by defining coffee development strategies, monitoring project proposals for submission to relevant donors and supervising their implementation	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Implementation of the revised coffee development strategy once this has been approved by the Council • Submission of project proposals to donors • Supervision of projects under implementation, through regular reports, mid-term and final evaluations and participation in project workshops <p>Expected outputs:</p> <ul style="list-style-type: none"> • Consideration of project proposals by donors • Reports on implementation of projects to the Council <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of project proposals approved by the Council and other donors • Number of reports on projects being implemented
Executive Director/ Economics	21. To seek finance for projects that benefit Members and the world coffee economy	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Use of the Consultative Forum on Coffee Sector Finance to identify sources of support for projects, studies and other activities, as well as to promote the exchange of information and possible coordination of activities among the development assistance agencies of Members • See also Activity 7 <p>Expected outputs:</p> <ul style="list-style-type: none"> • Identification of additional sources of support for projects • Funding secured for projects • Dissemination of Forum outcomes on website <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Meetings of the Forum • Number and value of projects approved • Database of donor agencies • Usage of ICO website

SECTION	STRATEGIC GOALS AND ACTIONS (2009-2014)	2009/10 (PLANNED ACTIVITIES)
Economics	23. To disseminate information about project findings and results of studies through workshops, publications and the internet	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Publication of project reports • Organization of and participation in workshops • Regular updating of the ICO webpage on projects <p>Expected outputs:</p> <ul style="list-style-type: none"> • Dissemination of information on ICO project activities <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of reports published • Number of workshops held • Usage of ICO website
Economics	24. To strengthen country ownership of projects and encourage, where appropriate, the development of national coffee associations	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • Coordination with Governments, PEAs and collaborating agencies <p>Expected outputs:</p> <ul style="list-style-type: none"> • Expansion of project activities in beneficiary countries • Replication of best practices of concluded projects to increased numbers of coffee growers <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of projects with expanded activities in beneficiary countries • Number of activities generated by project after completion
Economics	25. To develop projects encouraging capacity-building of local communities and small-scale farmers	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • All coffee development projects must include capacity-building of local communities and small-scale farmers in order to be financed by the CFC <p>Expected outputs:</p> <ul style="list-style-type: none"> • Projects approved by the Council for funding by donors <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of projects approved
Economics	28. To develop the role of the ICO as Project Executing Agency in appropriate cases	<p>Planned activities in 2009/10:</p> <ul style="list-style-type: none"> • The role of the ICO as a Project Executing Agency (PEA) for coffee development projects will be considered on a case by case basis as appropriate <p>Expected outputs:</p> <ul style="list-style-type: none"> • Strengthened capacity to coordinate projects <p>Resources: Regular</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Number of projects with ICO as PEA

ANNEX I

ADMINISTRATIVE BUDGET 2009/10

ACTIVITIES FOR WHICH SPECIFIC FINANCIAL PROVISION IS MADE

Objective	Financial provision
1. Forum for the development of international coffee policies (Activity 7)	£6,000
2. Market transparency (Activities 10 and 18)	£6,000
3. Development and dissemination of knowledge (Activities 29, 30 and 32)	£13,000
4. Sustainable coffee sector (Activity 37)	£6,000
Total	£31,000

LIST OF ACRONYMS USED IN THIS DOCUMENT

CFC	Common Fund for Commodities
CQP	Coffee Quality-Improvement Programme
FAO	Food and Agriculture Organization of the United Nations
HCP-CEP	Healthcare Professions – Coffee Education Programme
HS	Harmonized System
IACO	Inter-African Coffee Organisation
ICA	International Coffee Agreement
ICBs	International Commodity Bodies
ICO	International Coffee Organization
ITC	International Trade Centre
LDCs	Least Developed Countries
PEA	Project Executing Agency
PSCB	Private Sector Consultative Board
UNEP	United Nations Environment Programme