



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

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**Terms of reference for the
Core Group – proposal for revision**

Background

The attached document contains a proposal for revising the terms of reference for the Core Group on the Consultative Forum (originally circulated in document ICC-107-18). Changes are shown in bold

Action

The Council is invited to consider this document and if appropriate, to approve it.

**CORE GROUP FOR THE
CONSULTATIVE FORUM ON COFFEE SECTOR FINANCE**

TERMS OF REFERENCE

1. The Core Group for the Consultative Forum on Coffee Sector Finance (hereinafter called the Group) shall assist the Council with organizing and promoting the work of the Forum, including by:

- a) selecting topics to be considered in the Forum;
- b) identifying individuals with relevant expertise to participate in the Forum;
- c) devising mechanisms or formats for considering topics in the Forum;
- d) identifying means to disseminate information about the Forum and the results of the Forum;
- e) exploring financing for the Forum; and
- f) facilitating and generating discussion, debate and exchange of experiences and information on topics related to finance and risk management in the coffee sector.

2. The Group shall consist of seven representatives appointed by the Council for a term of office of two years, comprising four representatives of exporting Members and three representatives of importing Members. All interested Members may also participate. The Chairman and Vice-Chairman of the Forum shall be among the representatives of the Group and shall serve as the Chairman and Vice-Chairman, respectively, of the Group.

3. The Group shall be assisted by the Chairman of the Private Sector Consultative Board (PSCB) and four advisors with relevant expertise who shall be appointed by the Council for a term of office of one year **[which may be renewed if so decided by the Council]**. The Executive Director shall be an ex-officio member.

4. ~~[At the end of each coffee year]~~ **[At the Council Session taking place approximately six months prior to the expiry of the term of office of advisors]** the Group shall recommend to the Council individuals that may be able to serve as advisors to the Group from a list of experts from intergovernmental organizations, financial institutions, the private sector, non-governmental organizations and other institutions. It shall also recommend one or more topics to be considered in the Forum. The Group may identify topics in advance as appropriate.

5. The Group shall normally meet during regular sessions of the Council, and may work inter-sessionally, as necessary, by electronic mail or teleconference to carry out its functions.
6. The Chairman of the Group shall report to the Council at each Session.
7. The Group shall operate in English.