



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

WP Council 167/08

7 April 2008
Original: English

E

International Coffee Council
100th Session
19 – 23 May 2008
London, England

**Draft terms of reference for the
Consultative Forum on Coffee Sector Finance**

Background

This document contains draft terms of reference for the Consultative Forum on Coffee Sector Finance established under Article 31 of the International Coffee Agreement 2007.

Action

The Council is requested to consider this document.

CONSULTATIVE FORUM ON COFFEE SECTOR FINANCE

DRAFT TERMS OF REFERENCE

Purpose

1. The purpose of the Consultative Forum on Coffee Sector Finance (hereinafter referred to as the Forum) shall be to facilitate consultations on topics related to finance and risk management in the coffee sector, with a particular emphasis on the needs of small- and medium-scale producers and local communities in coffee producing areas.
2. The Council, in coordination with the Chairman of the Forum, shall ensure that the Forum contributes to furthering the objectives of the 2007 Agreement.

Composition

3. The Forum shall be composed of representatives of exporting and importing Members.
4. The Forum shall also be composed of representatives of intergovernmental organizations, financial institutions, the private sector, non-governmental organizations, interested non-member countries and others with relevant expertise. The Chairman of the Forum, in consultation with the Executive Director, shall invite representatives of these categories to the Forum and inform the Council of such invitations.

Office-holders

5. The Forum shall have a Chairman and a Vice-Chairman who shall not be paid by the Organization. The Chairman and Vice-Chairman shall be appointed by the Council for an appropriate period and shall be invited to participate in meetings of the Council as observers.

Meetings/procedures

6. The Forum shall be convened by the Council at appropriate intervals, and in cooperation with other organizations.
7. Unless the Council decides otherwise, the Forum shall be self-financing.

8. The Forum shall normally be held at the seat of the Organization. If the Council decides to accept an invitation by a Member to hold a session in its territory, the Forum may also be held in that territory, in which case the additional costs to the Organization involved above those incurred when the session is held at the seat of the Organization shall be borne by the country hosting the session.
9. The Forum may establish working groups to assist it in its work.
10. The Forum shall operate in the official languages of the Organization.
11. The Chairman of the Forum shall report to the Council on the results of the Forum.
12. The results of the Forum shall be widely disseminated using a variety of tools and technologies and, where appropriate, mechanisms established in accordance with the provisions of Article 34 (Studies, surveys and reports).