



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

WP Council 171/08 Rev. 1

4 July 2008
Original: English

E

International Coffee Council
101st Session
22 – 26 September 2008
London, England

**Terms of reference for the
Statistics Committee**

Proposals for revisions

Background

1. The attached document contains proposals for revisions to the terms of reference for the Statistics Committee (document EB-3833/02) in the light of the 2007 Agreement.
2. The draft terms of reference were reviewed by the Statistics Committee at its meeting on 21 May 2008, which noted that exporting Members supported proposals made by the USA. As suggested during discussions in the Council in May 2008, wording for general rules of procedure of committees such as term of office, nomination of office-holders, languages, place of meeting, reporting etc. has been included in Rule 35 of the Rules of the Organization (document WP-Council 165/08 Rev. 1). This document includes proposals for wording submitted by one Member (see document WP-Council 177/08). The Annex contains the version of the terms of reference which was considered by the Council in May 2008.
3. Members are invited to submit their comments in writing to the Executive Director by **29 August 2008**, to enable contributions to be circulated well in advance of the 101st Council Session at which this document will be considered.

Action

The Council is requested to consider this document.

STATISTICS COMMITTEE

DRAFT TERMS OF REFERENCE

[1 (a) The Statistics Committee (hereinafter called the Committee) shall examine, evaluate and make recommendations to the Council on statistical matters, including:

- (i) Certificates of Origin;
- (ii) statistical information on world production, prices, exports, imports and re-exports, and distribution and consumption of coffee, including information on different market categories, coffee-based products, geographical areas, market structures and niche markets;
- (iii) indicator prices;
- (iv) stocks and inventories;
- (v) compliance by Members in providing statistical information;
- (vi) technical assistance;
- (vii) evaluation of technical definitions;
- (viii) publications;
- (ix) electronic dissemination; and
- (x) liaison with other organizations.]

[1 (b) The purpose of the Statistics Committee (hereinafter called the Committee) shall be to advise the Council on the statistical work of the Organization, including all aspects of the collection, compilation and dissemination of statistical information on world production, prices, exports, imports, re-exports, distribution and consumption of coffee. The Committee shall also advise the Council on compliance by Members in providing statistical information as well as on technical assistance needed by Members in order to supply statistical and other information required by the Agreement.]

[2 (a) The Committee shall be composed of three representatives of exporting Members and three representatives of importing Members. The quorum required for a meeting of the Committee shall be the presence of at least two representatives of exporting Members and at least two representatives of importing Members.]

[2 (b) The Committee shall be composed of all Members; however for the Committee to be quorate the Council shall designate three representatives of exporting Members and three representatives of importing Members, and at least two designated representatives from each category of Members should be present].

[3. The Committee shall appoint a Chairman and Vice-Chairman.]

[4 (a) Representatives of the Private Sector Consultative Board are invited to attend meetings of the Committee as permanent observers. Representatives of non-member countries, relevant organizations and experts in coffee matters may participate as observers at the invitation of the Council.]

[4 (b) Non-members and organizations who have been invited to participate in Council sessions as observers may also participate in the Committee as observers.]

TERMS OF REFERENCE FOR THE STATISTICS COMMITTEE

Purpose

1. The purpose of the Statistics Committee shall be to examine, evaluate and make recommendations to the Council ~~and/or the Executive Board~~ on statistical matters, including:

- (i) Certificates of Origin;
- (ii) ~~trade statistics~~ **statistical information on world production, prices, exports, imports and re-exports, distribution and consumption of coffee, including information on different market categories, coffee-based products, geographical areas, market structures and niche markets;**
- ~~(iii) information on new segments of the market and on countries producing more than one type/growth of coffee;~~
- (iv) indicator prices;
- (v) ~~verification of stocks and inventories;~~
- (vi) compliance by Members in providing statistical information;
- [new] technical assistance;**
- (vii) evaluation of technical definitions;
- (viii) publications;
- (ix) electronic dissemination; and
- (x) liaison with other organizations.

Duration

2. The Statistics Committee shall be a standing committee of the Organization.

Composition

3. The Committee shall be composed of [two] [three] representatives or experts appointed by the exporting Members, [two] [three] representatives or experts appointed by the importing Members, and two experts appointed by the Executive Director. The term of office shall be for two coffee years. A list of representatives or experts designated by the exporting and importing Members and the Executive Director shall be submitted for approval by the Council at its last regular session of the coffee year.

4. The meetings of the Statistics Committee shall be open to all Members of the Organization. ~~to~~ Representatives of the Private Sector Consultative Board and ~~to~~ experts in the area of coffee statistics are also invited to attend meetings of the Committee.

5. Representatives of Participants from non-member countries and relevant organizations may participate in an advisory and consultative capacity, as observers upon the invitation of the Chairman.

Office-holders

6. The Chairman **and the Vice-Chairman** of the Statistics Committee shall be elected for a **[one-]** [two-] year term by the representatives of the Statistics Committee at the first meeting of the coffee year.

Meetings/Procedures

7. The Statistics Committee shall meet at the seat of the Organization during regular sessions of the Council ~~and meetings of the Executive Board~~, as required.

8. The Statistics Committee shall operate in English only.

9. The Statistics Committee shall determine its own Agenda.

10. The Statistics Committee shall establish its own procedures.

11. The Statistics Committee may establish working groups to assist it in its work.

12. The Chairman of the Statistics Committee shall submit regular reports for consideration by the Council ~~and/or the Executive Board~~.

Quorum

13. The quorum required for a meeting of the Committee shall be the presence of **at least [one] [two]** representatives or experts appointed by the exporting Members **and at least [one] [two]** representatives or experts appointed by the importing Members, and **at least one** expert appointed by the Executive Director. ~~The term of office shall be for two coffee years. A list of experts designated by the Executive Director for this purpose shall be submitted for approval by the Council at its last regular session of the coffee year. At the same time the Council shall approve the names of experts designated by the exporting and importing Members.~~