

**International Coffee Council**  
138<sup>th</sup> Session  
12 September 2024  
London, United Kingdom

**Draft Agenda**

Item	Document
<b>Opening of the 138<sup>th</sup> Session of the Council</b>	
The Chair of the Council will deliver an opening speech. The Executive Director will deliver welcoming remarks.	
<b>1. Draft Agenda – to adopt</b>	ICC-138-0 Rev. 1
<b>2. Votes</b>	
<b>2.1 Redistribution of votes for the 138<sup>th</sup> Session of the Council for coffee year 2023/24 - to consider and, if appropriate, to approve</b> to follow The Head of Operations will report.	
<b>3. National coffee policies – to note</b>	verbal
Members are invited to report on progress and changes in the coffee sector and related policies in their countries.	
<b>3.1 Intervention of the Government of Italy</b> The Government of Italy will report on the Italian Presidency of the G7 and their national coffee policy and initiatives.	
<b>3.2 Intervention of the Government of Brazil</b>	
<b>3.3 Intervention of the Government of El Salvador</b>	
<b>4. International Coffee Agreement (ICA) 2022</b>	
<b>4.1 Membership of the ICA 2022 – to note</b>	<a href="#">ED-2409/22 Rev. 2</a>
The Executive Director will report on progress with reference to signatures and the deposit of instruments of ratification, acceptance and approval of the ICA 2022.	
<b>4.2 Status of non-member countries that have signed the ICA 2022 – to consider and, if appropriate, to approve</b> to follow The Executive Director will report.	
<b>4.3 Working Group for the Entry into Force of the ICA 2022 (WGEF) – to consider and, if appropriate, to approve</b> <a href="#">WP-Council 346/24</a> The Chair of the Working Group for the Entry into Force of the ICA 2022 will report on the progress made.	

## 5. Report on the work of the ICO and market situation – *to note*

The Executive Director will present a report on the work of the Organization, highlighting verbal progress, achievements, challenges, opportunities and constraints, with a focus on the execution of the Programme of Activities, including on the regulatory framework, partnerships and voluntary contributions.

- 5.1 **Coffee Development Report (CDR) 2022/23 – *to note*** to follow  
The Head of Operations will report on the Coffee Development Report 2022/23.
- 5.2 **Special Fund – *to note*** [JC-05/24](#)  
A report on the use of the Special Fund will be presented.

## 6. Financial and administrative matters

- 6.1 **Finance and Administration Committee – *to note*** [FA-373/24](#)  
The Chair of the Finance and Administration Committee will report on the meeting of the Committee, including the Financial Situation.
- 6.2 **Report on collection of contributions from Members in arrears – *to note*** [FA-374/24](#)  
The Chair of the Finance and Administration Committee will report.
- 6.3 **Draft Administrative Budget for coffee year 2024/25 – *to consider and, if appropriate, to approve*** [FA-364/24 Rev. 1](#)  
The Chair of the Finance and Administration Committee will report.
- 6.4 **Distribution of votes for the calculation of contributions for coffee year 2024/25 – *to consider and, if appropriate, to approve*** 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 2024/25 will be considered by the Council.
- 6.5 **Salary scales and basis for contributions to the Provident Fund – *to consider and, if appropriate, to approve*** [FA-375/24](#)
- 6.6 **Publication of documents of an administrative and financial nature – *to consider and, if appropriate, to approve*** [ED-2466/24](#)
- 6.7 **Premises – *to consider*** [ED-2455/24](#)  
The Executive Director will report. [ED-2464/24 Rev. 1](#)

## 7. Sustainability and partnerships

- 7.1 **Coffee Public-Private Task Force (CPPTF) and CEOs & Global Leaders Forum (CGLF)** to follow  
The Executive Director will present:
  - The outcome of the 6<sup>th</sup> CEOs & Global Leaders Forum held on 11 September 2024 – *to note the report of the 6<sup>th</sup> CGLF*
  - Recommendations of the CPPTF – Joint Communiqué – *to consider and, if appropriate, to approve*
- 7.2 **MoU ICO – Agency for Robusta Coffee of Africa and Madagascar (ACRAM) – *to consider and, if appropriate, to approve*** [WP-Council 347/24](#)  
The Head of Operations will report.
- 7.3 **Coffee sector regulatory framework – *to note*** verbal  
The Head of Operations will report.
- 7.4 **Funding mechanisms and opportunities for the coffee sector – *to note*** verbal  
The Head of Operations will report.

## 8. Report of meetings of committees and other bodies

- 8.1 **Joint Committee – *to note*** verbal  
The Chair of the Joint Committee will report.
- 8.1.1 **ICO composite and group indicator prices: Share of markets and group weightings – calendar year averages: 2021 to 2023, effective 1 October 2024 (biannual update) – *to consider and, if appropriate, to approve*** [JC-03/24](#)

8.1.2 **List of Exporting Agencies, Port and ICO Codes – updates on agencies and ICO codes – to [JC-04/24](#) consider and, if appropriate, to approve**

8.2 **Focus Group on Specialty Coffee – to note** verbal  
The Executive Director will report.

## 9. Office holders and committees

9.1 **Chair and Vice-Chair and composition of committees – to consider and, if appropriate, to approve** to follow  
The spokespersons of the Exporting and Importing Members will submit their nominations for Chairs, Vice-Chairs and members of Committees

9.2 **Chair and Vice-Chair and composition of the Private Sector Consultative Board for 2023/24 and 2024/25 – to consider and, if appropriate, to approve** to follow

9.3 **Chair and Vice-Chair of the Council – to elect** verbal  
According to Article 10 of the 2007 Agreement, the Chair and the Vice-Chair for coffee year 2024/25 should be elected from among the representatives of exporting and importing Members, respectively.

10. **Credentials – to consider and, if appropriate, to approve** verbal

The Chair will examine the credentials with the assistance of the Secretariat and report to the Council.

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

Members are invited to suggest topics for presentations during the next Session, for inclusion on the agenda, and improvements to future meeting arrangements.

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

**Closing session** verbal

## REFERENCE DOCUMENTS

[International Coffee Agreement 2007](#)

[Five-Year Action plan for the International Coffee Organization](#)

[Rules of the International Coffee Organization](#)