



Working Group for the Entry into Force (WGEF)
of the International Coffee Agreement 2022
8th Meeting
15 July 2024
London, United Kingdom

**Exploratory survey on affiliate
member status and participation of
private sector and civil society
entities in ICO activities**

Background

1. At the request of the Chair of the Working Group for the Entry into Force of the International Coffee Agreement (ICA) 2022 – WGEF, the Secretariat is conducting a survey to gather insights and perspectives from all ICO Members on pending questions related to affiliate membership and the participation of private sector and civil society entities in the activities of the Organization, as per the provisions of Articles 6 and 34 of the ICA 2022, among others.
2. The 2022 Agreement establishes that the Board of Affiliate Members (BAM) shall consist of all affiliate members and act as an advisory body which may make recommendations upon request of the Council.
3. The survey aims to explore ICO Members' views, with the goal of advancing discussions and contributing to the consensus-building process. Responses are for exploratory purposes only and will not be considered as the official position of your delegation. The results of the survey will be processed and shared within the scope of the activities of the WGEF in an anonymous way, with no reference to individual answers being made. Please note that each delegation will be able to submit its comments only once. Your input is crucial to our collaborative effort and we thank you for your participation.

Action

Members are requested to complete the survey, available at the following link, by **8 July 2024**: <https://www.surveymonkey.com/r/WGEF1e>. The survey questions are also attached in PDF format for information purposes only. Please note that only those answers submitted via the link will be considered.

Introduction

At the request of the Chair of the Working Group for the Entry into Force of the International Coffee Agreement (ICA) 2022 - WGEF, the Secretariat is conducting a survey to gather insights and perspectives from all ICO Members on pending questions related to affiliate membership and the participation of private sector and civil society entities in the activities of the Organization, as per the provisions of Articles 6 and 34 of the ICA 2022, among others.

The 2022 Agreement establishes that the Board of Affiliate Members (BAM) shall consist of all affiliate members and act as an advisory body which may make recommendations upon request of the Council.

The survey aims to explore ICO Members' views, with the goal of advancing discussions and contributing to the consensus-building process.

Disclaimer:

Responses are for exploratory purposes only and will not be considered as the official position of your delegation. The results of the survey will be processed in an aggregated manner and shared within the scope of the activities of the WGEF in an anonymous way, with no reference to individual answers being made.

Instructions:

To start the survey, please click 'Next' below.

You may stop and resume the survey at any time before submitting, provided that you use the same device. You may also revise the answers already provided as many times as you like until you submit the survey. Should you wish to discard the answers on a given page, please click 'Exit'.

Kindly note that each delegation will be able to submit its comments only once.

DEADLINE TO FILL IN THE SURVEY: 08/07/2024

SECTION I - Participant information

* 1. Name of the respondent

* 2. Name of the organization

* 3. Role/position in the organization

* 4. Email address

* 5. Which ICO Member country do you represent?

SECTION II: BOARD OF AFFILIATE MEMBERS (BAM) SIZE AND COMPOSITION

* 6. Should there be a maximum number of affiliate members?

- Yes
- No
- Not sure
- Other (please clarify)

7. **IF YES**, should the number of affiliate members **initially** be:

- No more than 25
- 50-100
- 101-150
- 150+ (to be determined based on the number of applications received)

* 8. Should each ICO Member be able to endorse only a fixed number of applications from private sector and civil society entities?

- Yes
- No
- Not sure
- Other (please clarify)

9. **IF YES**, how many applications should each ICO Member be able to endorse?

- 1-5
- 6-10
- More than 10

* 10. Should the BAM maintain a distinction between affiliate members endorsed by exporting and importing countries?

- Yes
- No
- Not sure
- Other (please clarify)

11. **IF YES**, should there be a balance (50/50) between affiliate members from or endorsed by exporting and importing countries?

- Yes
- No
- Not sure
- Other (please clarify)

* 12. Should the BAM foresee geographical representation through sub-regional groups (Mesoamerica, South America, West Africa, East Africa, Asia and the Pacific)?

- Yes
- No
- Not sure
- Other (please clarify)

* 13. Within the BAM, should there be different limits placed on the number of affiliate members from the private sector and civil society?

- Yes
- No
- Not sure
- Other (please clarify)

14. **IF YES**, please indicate the balance in % terms (the sum should be 100%):

Private Sector

Civil society

* 15. Should there be a balance among the different private sector entities based on their size (i.e. turnover, employees, membership, etc.)?

- Yes
- No
- Not sure
- Other (please specify)

16. **IF YES**, should the balance also take into account the different segments of the value chain?

- Yes
- No
- Not sure
- Other (please clarify)

* 17. Should an entity of the private sector that is already a member of the Coffee Public-Private Task Force (CPPTF) automatically also become a member of the BAM?

- Yes
- No
- Not sure
- Other (please specify)

* 18. Should an entity of the private sector that is already contributing to the budget of the Coffee Public-Private Task Force (CPPTF) also pay contributions to the budget of the BAM?

- Yes
- No
- Not sure
- Other (please specify)

SECTION III: ELIGIBILITY CRITERIA AND APPRAISAL PROCEDURES

* 19. Which of the following eligibility criteria do you consider relevant? You may select more than one option.

- The applicant needs to form an integral part of the coffee value chain and/or be directly working to promote the coffee sector;
- The applicant needs to have been operating for at least three years;
- The applicant needs to provide at least three years' worth of accounts, reviewed by a recognized independent auditor;
- The applicant needs to have high credibility;
- The applicant needs to commit to promote at least one of the ICO objectives foreseen in the ICA 2022 by submitting a declaration/affidavit providing details on how they intend to do so;
- The applicant needs to submit a project implementation plan detailing how it intends to contribute to the ICO's objectives

Please use the box below to suggest any additional criteria or make recommendations in this sense

* 20. Who should be in charge of checking that eligibility criteria are met:

- An Evaluation Committee consisting of the ICO Secretariat and representatives of both exporting and importing ICO Members (number to be determined)
- The ICO Secretariat
- The ICO Member endorsing the application
- Other (please clarify)

* 21. Following their submission to the Chair of the Council and appraisal, how often should applications be considered by the Council?

- Once a year
- Twice a year

* 22. Entities should seek endorsement of their application:

- Only from the ICO Member of their same nationality
- From any other ICO Member, but only if the country of their legal nationality is not an ICO Member (as per the standard practice for the Private Sector Consultative Board - PSCB)
- Not sure
- Other (please clarify)

23. According to paragraph 4 of Article 6 of the ICA 2022, affiliate member status shall be reviewed every coffee year. In addition to ceasing to fulfil any of the original eligibility criteria, what other reasons could lead to the suspension of an entity's affiliate member status?

* 24. Should a Member that has previously endorsed an entity be able to withdraw its endorsement?

- Yes
- No
- Not sure
- Other (please clarify)

SECTION IV: FINAL CONSIDERATIONS

25. With reference to the Board of Affiliate Members, is there any other matter you would like the Working Group for the Entry into Force of the ICA 2022 to consider at its next meetings?