



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

ED 2013/07

8 June 2007  
Original: English

E

## Convocation of the Finance Committee

1. The Executive Director presents his compliments and wishes to inform Members that the Finance Committee will meet at the headquarters of the Organization at 22 Berners Street, London, at 10.00 on Tuesday, 3 July 2007. Members of the Finance Committee are listed below and the Committee is open to all Member countries.

Exporting Members: Brazil, Colombia, Côte d'Ivoire, Papua New Guinea

Importing Members: EC – Spain, Japan, Switzerland, USA

2. A draft Agenda is attached (document WP-Finance 50/07). The meeting will be conducted in English only.

3. For security purposes, participants attending this meeting are requested to confirm their attendance either by email to [info@ico.org](mailto:info@ico.org) or by completing and returning the attached form to the ICO by **26 June 2007**.



International Coffee Organization

22 Berners Street  
London W1T 3DD  
England

**FINANCE COMMITTEE  
3 July 2007 (10.00)**

**ATTENDANCE FORM**

**I will/will not\*** attend the Finance Committee meeting to be held at the headquarters of the International Coffee Organization in London at 10.00 on 3 July 2007.

*\* delete as applicable*

Name of ICO Member country:.....

Name: .....

Position: .....

Phone: .....

Fax: .....

Email: .....

**Please return to:**

The Executive Director  
International Coffee Organization  
22 Berners Street  
London W1T 3DD  
Tel.: +44 (0) 20 7612 0600  
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WP Finance 50/07

8 June 2007  
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**Finance Committee**  
3 July 2007 (10.00)  
London, England

**Draft Agenda**

<b>Item</b>	<b>Document</b>
<b>1. Draft Agenda – to adopt</b>	WP-Finance 50/07
<b>2. Financial situation – to note</b>  The Head of Finance and Administration will report on the financial situation, including outstanding contributions to the Administrative Budget.	to follow
<b>3. Draft Administrative Budget for the financial year 2007/08 – to consider and to submit a recommendation to the Board and Council</b>  The Finance Committee will consider the Draft Administrative Budget for the financial year 2007/08 introduced at its meeting on 23 May 2007 (document WP-Finance 47/07), together with an alternative budget scenario.	WP-Finance 47/07 to follow
<b>4. Outstanding contributions</b>  The Executive Director will report on progress in recovering arrears, including compliance by Uganda and the Democratic Republic of Congo with the provisions of Resolutions 429 and 430 respectively.	verbal

**5. Appointment of registered auditors – *to consider*** verbal

Under the provisions of Rule 62 of the *Rules of the Organization*, the Executive Director is required to appoint a registered auditor annually in consultation with the Executive Board. The Finance Committee will consider whether the present auditors, MRI Moores Rowland, who were first appointed in 1999, should be re-appointed.

**6. Date of next meeting – *to note*** verbal

It is proposed that, if a further meeting is required, the next meeting should take place in early September 2007.