



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

PSCB 107/08 Rev. 2

24 November 2008
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International Coffee Council
102nd meeting
18 – 20 March 2009
London, England

**Revised draft terms of reference for the
Private Sector Consultative Board**

Background

1. The attached document contains revised draft terms of reference for the Private Sector Consultative Board (PSCB), following consideration by the Council at its 101st Session. The Annex contains the version which was considered in September 2008.
2. Members are invited to submit their comments in writing to the Executive Director by **30 January 2009**, to enable contributions to be circulated well in advance of the 102nd Council Session at which this document will be considered.

Action

The Council is requested to consider this document.

PRIVATE SECTOR CONSULTATIVE BOARD

REVISED DRAFT TERMS OF REFERENCE

1. The Private Sector Consultative Board (hereinafter referred to as the PSCB) shall make recommendations on any consultations made by the Council and invite the Council to give consideration to matters including the following:

- (a) increasing the value and volume of worldwide coffee consumption;
- (b) positive communication on coffee;
- (c) development of a sustainable coffee sector;
- (d) food safety;
- (e) coffee supply chain issues;
- (f) quality; and
- (g) World Coffee Conferences.

2. The PSCB shall consist of eight representatives of the private sector in exporting countries and eight representatives of the private sector in importing countries.

3. The PSCB members shall be representatives of associations or bodies designated by the Council every two coffee years, and may be re-appointed. The Council in so doing shall endeavour to designate:

- (a) two private sector coffee associations or bodies from exporting countries or regions representing each of the four groups of coffee (Colombian Mild Arabicas; Other Mild Arabicas; Brazilian Natural Arabicas and Robustas), preferably representing both growers and exporters, together with one or more alternates for each representative; and
- (b) eight private sector coffee associations or bodies from importing countries, whether Members or non-members, preferably representing both importers and roasters, together with one or more alternates for each representative.

4. Each member of the PSCB may designate one or more advisers.

5. The Executive Director shall be an ex-officio member.

6. The PSCB shall appoint a Chairman and a Vice-Chairman from among its members. These officers may be re-appointed.

7. The quorum required for a meeting of the PSCB shall be a simple majority of members from exporting associations and a simple majority of members from importing associations.

8. The PSCB may hold special meetings subject to approval by the Council.

[9. The PSCB shall establish its own rules of procedure, consistent with the provisions of the International Coffee Agreement 2007.]

10. Non-members, relevant organizations and experts in coffee matters may participate as observers upon the invitation of the PSCB.

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6. The PSCB shall appoint a Chairman and a Vice-Chairman from among its members. These officers may be re-appointed.
- [7. The PSCB may co-opt members for specific purposes if necessary.]

8. The quorum required for a meeting of the PSCB shall be a simple majority of members from exporting associations and a simple majority of members from importing associations.

9. In case of acceptance by the Council of an invitation by a Member to hold a session in its territory, the PSCB shall also meet in that territory, in which case the additional costs involved for the Organization, above those incurred when the meeting is held at the seat of the Organization, shall be borne by the country or private sector organization hosting the session.

10. The PSCB may hold special meetings subject to approval by the Council.

11. Non-members, relevant organizations and experts in coffee matters may participate as observers upon the invitation of the [PSCB] [Council].