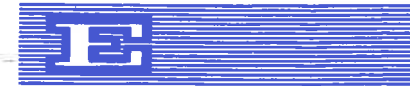




INTERNATIONAL COCOA ORGANIZATION
ORGANISATION INTERNATIONALE DU CACA
МЕЖДУНАРОДНАЯ ОРГАНИЗАЦИЯ ПО КАКАО
ORGANIZACION INTERNACIONAL DEL CACA



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Original: ENGLISH

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To: All Members and Observers

From: The Executive Director

Subject: Revised Provisional Timetable of Meetings, 12-19 September 2014,

The Executive Director presents his compliments and has the honour to inform Members and Observers of the revised provisional timetable of meetings in September 2014.

The attention of Members and Observers is drawn to three receptions during the week of 15-19 September 2014:

- The Executive Director is hosting a reception at the close of meeting of the Consultative Board on the World Cocoa Economy, on **Monday, 15 September 2014** from 18.00 hrs to 20.00 hrs, at The Holiday Inn Hotel for all delegates;
- The Government of Côte d'Ivoire is kindly offering a reception to all delegates at The Holiday Inn Hotel on **Tuesday, 16 September 2014** from 18.00 hrs to 20.00 hrs;
- The Chairman of the International Cocoa Council, Ms. Anna Tofftén is kindly hosting a reception for all delegates at the **Swedish Residence, 27, Portland Place, London W1B 1QA** on **Wednesday, 17 September 2014** from 18.45 hrs to 20.45 hrs, including coach transfers. Further details are provided in the timetable.

In accordance with the decision taken by the International Cocoa Council at its 89th regular session in March 2014, it is noted that a one-day Workshop on Activity-based Budgeting will take place for the benefit of interested ICCO Member countries at **ICCO Offices at Westgate House, Westgate Road, Ealing, London** on Friday, 12 September 2014.

Friday, 12 September	09.00-11.00 hrs	Workshop on Activity-Based Budgeting
	11.00-11.15 hrs	Cocoa Break
	11.15-13.00 hrs	Workshop on Activity-Based Budgeting
	13.00-15.00 hrs	Lunch Break
	15.00-16.15 hrs	Workshop on Activity-Based Budgeting
	16.15-16.30 hrs	Cocoa Break
	16.30-18.00 hrs	Workshop on Activity-Based Budgeting

The meetings of the Council and its subsidiary bodies, including the Consultative Board on the World Cocoa Economy and all group meetings, will take place at the **Holiday Inn Hotel, Empire Way, Wembley, London HA9 8DS** from 15-19 September 2014:

Monday, 15 September	09.00-11.00 hrs <i>11.00-11.15 hrs</i> 11.15-13.00 hrs 13.00-15.00 hrs 15.00-16.15 hrs <i>16.15-16.30 hrs</i> 16.30-18.00 hrs 18.00-20.00 hrs	Consultative Board on the World Cocoa Economy <i>Cocoa Break</i> Consultative Board on the World Cocoa Economy <i>Lunch Break</i> Consultative Board on the World Cocoa Economy <i>Cocoa Break</i> Consultative Board on the World Cocoa Economy Reception hosted by the Executive Director at the Holiday Inn Hotel for all delegates
Tuesday, 16 September	09.00-10.00 hrs 10.00-11.00 hrs <i>11.00-11.15 hrs</i> 11.15-13.00 hrs 13.00-15.00 hrs 15.00-16.15 hrs <i>16.15-16.30 hrs</i> 16.30-18.00 hrs 18.00-20.00 hrs	Council Group meetings <i>Cocoa Break</i> Council <i>Lunch Break</i> Administration and Finance Committee <i>Cocoa Break</i> Economics Committee Reception kindly hosted by the Government of Côte d'Ivoire at the Holiday Inn Hotel for all delegates
Wednesday, 17 September	09.00-10.45 hrs <i>10.45-11.00 hrs</i> 11.00-13.00 hrs 13.00-15.00 hrs 13.15-13.45 hrs 15.00-16.15 hrs <i>16.15-16.30 hrs</i> 16.30-17.30 hrs 18.00 hrs 18.15 hrs 18.45 hrs 20.45 hrs 21.00 hrs	Administration and Finance Committee <i>Cocoa Break</i> Group meetings <i>Lunch Break</i> Provident Fund Advisory Committee Administration and Finance Committee <i>Cocoa Break</i> Economics Committee Assemble for departure at the main hotel entrance Transfer by coach to the Swedish Residence Reception kindly hosted by the Chairman of the Council, Ms. Anna Tofftén, for all delegates at the Swedish Residence, London Closing of reception Transfer by coach to The Holiday Inn Hotel
Thursday, 18 September	09.00-11.00 hrs <i>11.00-11.15 hrs</i> 11.15-13.00 hrs 13.00-15.00 hrs 15.00-16.30 hrs <i>16.30-16.45 hrs</i> 16.45-18.00 hrs	Council <i>Cocoa Break</i> Group meetings <i>Lunch Break</i> Economics Committee <i>Cocoa Break</i> Economics Committee
Friday, 19 September	09.00-11.30 hrs <i>11.30-11.45 hrs</i> 11.45-13.00 hrs 13.00-15.00 hrs 15.00-16.30 hrs <i>16.30-16.45 hrs</i> 16.45-18.00 hrs	Council <i>Cocoa Break</i> Group meetings <i>Lunch Break</i> Council <i>Cocoa Break</i> Council

The attention of Members and Observers is drawn to Rule 3 of the Organization's current Administrative Rules, which requires the credentials of Representatives, Alternate Representatives and advisers to be submitted in writing to the Executive Director before the opening of a session.

Delegations which have not already done so are kindly reminded to submit their credentials to the Secretariat as a matter of urgency.

Details of hotels in the Wembley and Hanger Lane areas for which the Organization has corporate rates are also attached together with two location maps and details of a local airport transfer service.

Members are urged to arrive by the time scheduled in order to comply with the requirements of Article 15 of the 2010 Agreement and Rules 14 and 50 of the Organization's current Administrative Rules, relating to the quorum for Council meetings.

A handwritten signature in blue ink, appearing to be 'James', with a long horizontal flourish extending to the right.

1 September 2014



INTERNATIONAL COCOA ORGANIZATION
CORPORATE HOTEL RATES – WEMBLEY, MIDDLESEX

Hotel	Address /Tel and Fax Numbers/Website	Rate	Breakfast and VAT	Other information
		£		
Holiday Inn* London Wembley	Empire Way, Wembley, Middlesex, HA9 8DS Telephone Number: 0208-902-8839 Facsimile Number: 0208-900-0073 Website: www.hiwembley.co.uk	£85 – S/D Request Rate for “International Cocoa Conference” when booking rooms.	English Breakfast and inclusive of VAT	Wi-Fi – Free in Lobby Area. £10/24 hrs in Bedrooms. Car Park: £5 during the day for delegates. £10/24 hrs for Hotel Guests. Cancellation policy: 48 hours
Hilton Hotel*	Lakeside Way, Wembley, Middlesex HA9 0BU Telephone Number: 0208-150-8090 Facsimile Number: 0208-150-8687 Website: www.Londonwembley.hilton.com	£114 S/D Booking Code: D112999411	English Breakfast and inclusive of VAT	Wi-Fi included in daily rate. Car Park (near hotel) £15 per day. Cancellation policy: 24 hours
Quality Hotel*	Empire Way, Wembley, Middlesex, HA9 0NH Telephone Number: 0208-733-9000 Facsimile Number: 0208-733-9001 Website: www.qualityhotelwembley.com	£75 - S £80 - D £90 – TW £110 - TR Request Rate for “ICCO” when booking rooms.	English Breakfast and inclusive of VAT	Wi-Fi – 15 minutes free, then chargeable. Car Parking: Free of Charge. Cancellation policy: 24 hours
Fox and Goose Hotel**	Hanger Lane, Ealing, London W5 1DP Telephone Number: 0208-998-5864 Facsimile Number: 0208-997-5378 Website: www.foxandgoosehotel.co.uk	£85 Standard Room £105 Club Room Request Rate for “ICCO” when booking rooms	English Breakfast and inclusive of VAT	Free Wi-Fi Car Parking: Free for Guests Cancellation: 24 hours

S: Single
D: Double
TW: Twin
TR: Triple

* Hotels near Conference Venue

** Hotel near ICCO Offices



INTERNATIONAL COCOA ORGANIZATION

MAP AND DIRECTIONS TO WESTGATE HOUSE, WESTGATE ROAD, EALING, LONDON W5 1YY



HANGER LANE STATION (Underground – Central Line) 5-7 Minute Walk from Office

Once you exit at the ticket barriers, take the first exit on the left (Hanger Lane North). Walk up the Stairs and follow the road down until you come to two Subways. Take Subway S7, turn right at the end of the Subway and walk up until you see the sign 'Westgate Reception' on the Left Hand side. Follow the steps to front of Building.

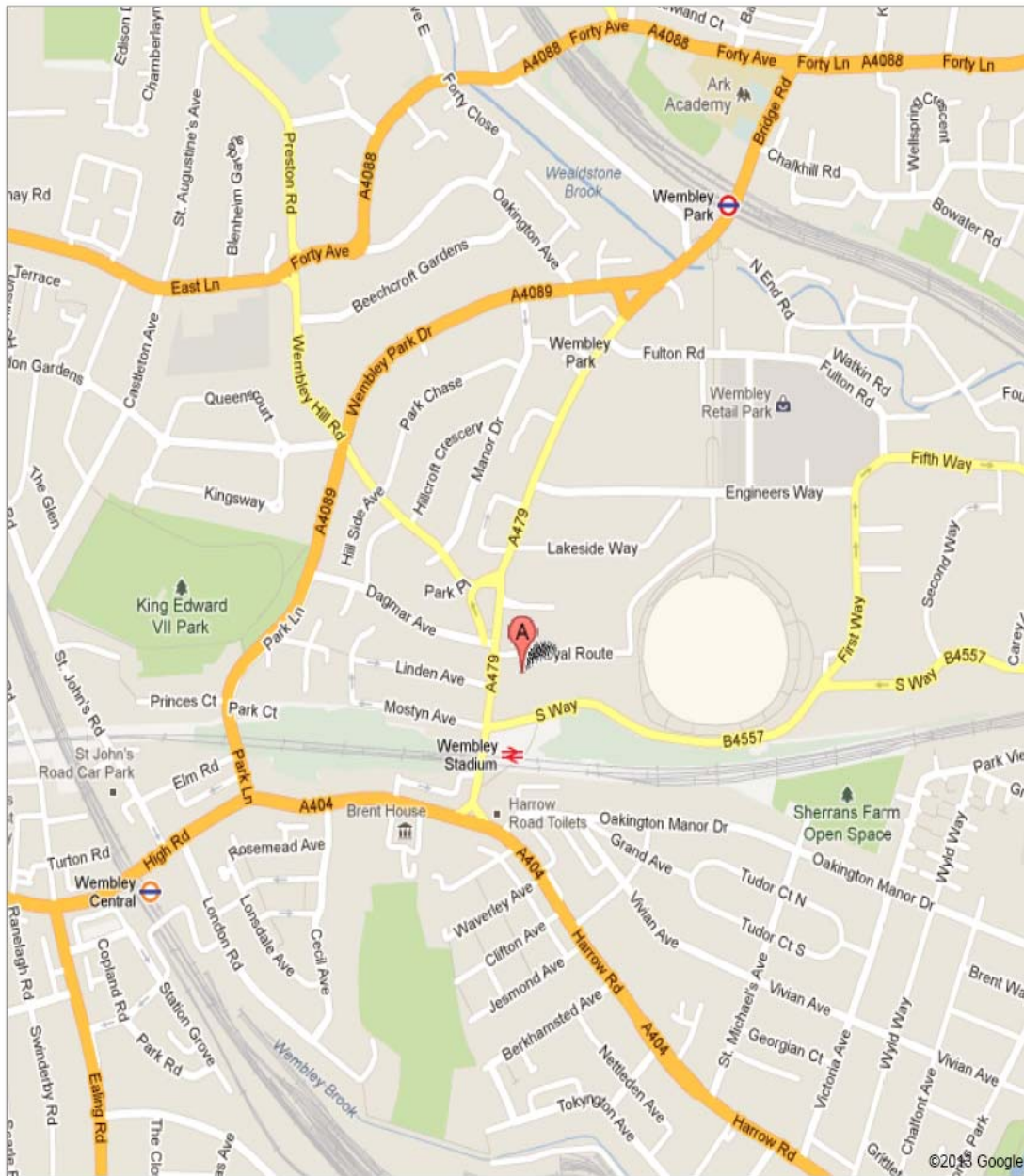
PARK ROYAL STATION (Underground – Piccadilly Line) 10-15 Minute Walk from Office

Once you come out of the Station, please turn left and walk until you reach the subway to Hanger Lane Station. Take the Hanger Lane Exit as above. Alternatively, catch Bus 487 from outside the Station and get off at the Hanger Lane Gyratory stop, walk down and turn left into Westgate House.

FROM HEATHROW AIRPORT

Catch Heathrow Connect to Ealing Broadway. From Ealing Broadway, catch Buses 112, 226 or 83 and get off at the Hanger Lane Gyratory Stop, walk down and turn left into Westgate House.

Holiday Inn London Wembley, Empire Way, Wembley, Middlesex HA9 8DS



- WEMBLEY PARK STADIUM (Main-Line Station)** serves all hotels (5-10 minute walk).
- WEMBLEY PARK** (Underground - Jubilee and Metropolitan Lines) serves all hotels (10-15 minute walk)
- WEMBLEY CENTRAL** (Underground - Bakerloo Line) serves all hotels (10-15 minute walk)

The Holiday Inn London – Wembley is located near the Wembley Stadium and Wembley Arena. It is 20 minutes from central London and 45 minutes to London Heathrow Airport. The Hotel is also within easy reach of the North Circular, M1, M4, M40 and the M25. It also has the added benefit of two underground stations and One Main Line Train within 10-15 minutes walk from the hotel, providing easy access to central London in about 10 minutes.

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