



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

AF/13/1
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ADMINISTRATION AND FINANCE COMMITTEE

Thirteenth Meeting

Maritim Hotel Berlin, Berlin, Germany, 26-28 April 2018

DRAFT AGENDA

1. Opening of the meeting
2. Adoption of agenda
3. Revision of the existing Agreement or negotiation for a new agreement
4. Financial Overview of the Organization
5. Draft Administrative Budget for the 2018/2019 financial year
6. Report on the audit of ICCO Projects accounts
7. Report on the audit of ICCO accounts for the 2016/2017 financial year
8. Annual Reports 2015/2016 and 2016/2017
9. Selection of a new Executive Director of the Organization
10. Other business
11. Record of decisions

ANNOTATIONS TO THE DRAFT AGENDA

1. OPENING OF THE MEETING

The thirteenth meeting of the Administration and Finance Committee will be opened by its Chairman, Mr. Marino Cuenat (Switzerland).

2. ADOPTION OF AGENDA

The Committee will consider the draft agenda contained in this document as a basis for adopting its agenda.

3. REVISION OF THE EXISTING AGREEMENT OR NEGOTIATION FOR A NEW AGREEMENT

The Secretariat will submit document AF/13/2 related to the discussions on the process.

4. FINANCIAL OVERVIEW OF THE ORGANIZATION

The Secretariat will submit document AF/13/3, containing a financial overview of the Organization.

This document will include the voting rights of Members; the situation related to the payment of contributions to the administrative budgets for the 2017/2018 and previous financial years; administrative expenditure and income for the first six months of the 2017/2018 budget year ended 31 March 2018; Projects expenditure and income for the first six months of the 2017/2018 budget year ended 31 March 2018; a Statement of Financial Viability and preliminary estimates of the situation regarding the Special Reserve Fund as at 30 September 2018.

5. DRAFT ADMINISTRATIVE BUDGET FOR THE 2018/2019 FINANCIAL YEAR

The Committee will review the first draft of the Administrative Budget for the 2018/2019 financial year, with reference to document AF/13/4, for recommendation to the Council.

6. REPORT ON THE AUDIT OF ICCO PROJECT ACCOUNTS

The Committee will receive a report on the audit of project accounts held by the Organization, with reference to document AF/13/5.

7. REPORT ON THE AUDIT OF ICCO ACCOUNTS FOR THE 2016/2017 FINANCIAL YEAR

The Committee will receive a report on the audit of all accounts held by the Organization, with reference to document AF/13/6.

8. ANNUAL REPORTS 2015/2016 AND 2016/2017

The Secretariat will submit documents AF/13/7 and AF/13/8, containing the annual reports for the 2015/2016 and 2016/2017 cocoa years.

9. SELECTION OF A NEW EXECUTIVE DIRECTOR OF THE ORGANIZATION

The Committee will receive the report of the Selection Panel on the process to appoint a new Executive Director of the Organization, as contained in document AF/13/9.

10. OTHER BUSINESS

Matters not on the agenda may be raised for consideration.

11. RECORD OF DECISIONS

The Committee will adopt its record of decisions for the meeting.