



TEA BOARD INDIA

(Under Ministry of Commerce & Industry, Deptt. of Commerce, Government of India)
14, B. T. M. SARANI (Brabourne Road), Kolkata 700 001, West Bengal

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Ref. No. 3(2)/Sectt/2018./969

Date : 07/06/2018.

To

ALL MEMBERS OF THE BOARD & SPECIAL INVITEES

Sub: 236th Meeting of the Board and its various Standing Committees to be held
at Kaziranga, Jorhat, Assam on 26th June 2018 from 11:00 AM onwards-reg.

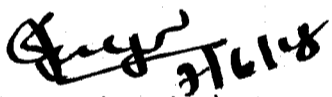
Sir/Madam,

I am directed to state that the 236th Meeting of the Board and its various Standing Committees will be held at Kaziranga, Jorhat, Assam on 26th June 2018 from 11:00 AM onwards.

You are requested to kindly make it convenient to attend the aforesaid meeting on 26th June, 2018. You are also requested to intimate your travel plans to the undersigned e-mail: secytboard@gmail.com & teaboardsectt2016@gmail.com Copy may also be endorsed to pramodakumardash@gmail.com . Board Members may be provided with to and fro admissible class air-tickets, accommodation and transport. Special Invitees may be provided with accommodation and transport only.

The agenda items would be circulated shortly.

Yours faithfully,


(S. Soundararajan)
Secretary

चाय पियो मस्त जियो ! Chai piyo mast jiyo !

Copy forwarded to:

1.	To all the Board Members & Special Invitees	For kind information please
2.	The Secretary to the Govt. of India Ministry of Commerce & Industry Deptt. Of Commerce, Udyog Bhawan, New Delhi-110107	For kind information please
3.	The Additional Secretary to the Govt. of India Ministry of Commerce & Industry Deptt. Of Commerce, Udyog Bhawan, New Delhi-110107	With the request to depute representative of MoC, DoC for the meeting as Invitee of the Board
4.	The Additional Secretary & Financial Advisor to the Govt. of India, Ministry of Commerce & Industry Deptt. Of Commerce, Udyog Bhawan, New Delhi-110107	For kind information please
5.	The Director (Plantation) to the Govt. of India Ministry of Commerce & Industry Deptt. Of Commerce, Udyog Bhawan, New Delhi-110107	For kind information please
6.	The Executive Director, Tea Board, Coonoor, Tamilnadu	May kindly attend the meeting and may intimate the South India based members.
7.	The Executive Director, Tea Board, Guwahati, Assam	May kindly attend the meeting and may intimate the North East based members and make all the arrangements for conducting the Board Meeting at Kaziranga, Assam.
8.	FA & CAO	For information and request to attend in the Board Meeting please.
9.	The Dy. Director of Tea Development, Tea Board, Siliguri	May kindly attend the meeting and may intimate the North Bengal based members.
10.	The SO (NWI), Tea Board, New Delhi	With the request to inform Hon'ble MPs (Board Members).
11.	The DDTD,SGDD, Tea Board, Dibrugarh, Assam	For information and to attend the Board Meeting.
12.	All Officers of the Board in H.O/Regional/Sub-Regional Offices .	For information please.
13.	Secretary to the Dy.Chairman	For information.
14.	Exe. Assistants to Secretary/FA&CAO	For information.
15.	Estate Officer	For information.
16.	System Analyst/Programmer	With the request to upload in the Board's Website.
17.	Guard File of the Secretariat Branch	For record.