



TEA BOARD  
14 B.T.M. Sarani  
Kolkata-700001

Web Site : [www.teaboard.gov.in](http://www.teaboard.gov.in)

Tel ☎ : 2235 5571 Fax 2235-9677  
E-mail:clteaboard@gmail.com

Circular No.54(47)/LC/04-05

Dated: 06/12/2018

To

**All Licensees under the Tea Waste (Control) Order, 1959.**

**Sub : Renewal of licence under Clause 8 of the Tea Waste (Control) Order, 1959 for the year 2019**

Dear Sir(s),

The validity of the Tea Waste Licence granted to you under the Tea Waste (Control) Order, 1959 will get expire on 31<sup>st</sup> December,2018. The licence may be renewed for the calendar year 2019 on application made online through the portal <http://egiccs.teaboard.gov.in/> as early as possible and in any case not later than 31<sup>st</sup> December, 2018. Application(s) received thereafter will not be entertained for renewal:

The application form(s) duly filled in to be submitted online along with requisite documents and payment of requisite license fee online.

**The below mentioned points may also be noted by the licensee before submitting the application :**

1. The renewal of Tea Waste license will be granted by The Executive Director, Guwahati & Executive Director, Coonoor in respect of the Factory, Warehouse, etc. falling under their jurisdiction.
2. Please note that the copy of license(s) or the copy of renewal certificate for the previous year should be uploaded in the portal during submission of application form for renewal for the year 2019.
3. Please furnish the details online as per enclosed Proforma 'Y' duly signed after affixing your official seal alongwith your renewal application duly completed. Please also furnish information as per proforma 'X' duly signed for the period 01.01.2018 to 30.11.2018 separately for each day and for each consignor/consignee. Incomplete applications will be straightaway rejected.
4. As per directives issued by Tea Board **dated 30<sup>th</sup> August,2012** all tea waste license holders have to compulsorily upload available quantity of tea waste for sale in the online portal [www.teaauction.gov.in/teawaste](http://www.teaauction.gov.in/teawaste). The sale/ purchase shall be granted once they participate in the e- Trading/e- Auction of Tea Waste.

Yours faithfully,

**Enclo: As stated.**

Sd/-  
(Rajanigandha Seal Naskar)  
Controller of Licensing

**Copy to:**

1. Executive Director , Guwahati
2. Executive Director , Coonoor
3. DDTD, Jalpaiguri
4. DDTD, Siliguri
5. DDTD, Palampur

**FORM 'C'**

(See Clause 8)

Form of application for renewal of licence under clause 8 of the Tea Waste (Control)

Order, 1959

(To be sent to the Licensing Authority in duplicate)

To,

The Licensing Authority,

Tea Board,

14, Biplabi Trailokya Maharaj Sarani,

Calcutta- 700001.

Sir,

I/We hereby apply for renewal of Licence no.....dated.....Full name and address of the applicant (in block letter).....

.....  
.....  
.....

(In case of a partnership concern, the names of all partners should be given)

Date.....

Place.....

Signature of the applicant

**Explanatory Note :**

This application should be signed by the proprietor of the business; or in the case of a firm; by one of the authorized partners; or in the case of a business of a Hindu undivided family, by the Karta of the family; or in the case of a company by a Director, Agent or principal officer thereof; or in the case of any other association of individuals, by the principal officer managing the business.

**PROFORMA -'X'**

1. Name & address and Licence No. of consignor (seller) of Tea Waste

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2. Name & address and Licence No. of the consignee (buyer) of Tea Waste

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3. Date of dispatch or delivery of the Tea Waste (in case of seller).....

4. Date of arrival or receipt of the Tea Waste (in case of buyer).....

5. Quantity of the Tea Waste delivered/received.....

6. Whether such Tea Waste is undenatured/denatured.....

7. If denatured, then intimate the name of person and organization by whom it is denatured.....

.....  
.....

8. Mode of transport for removal of the Tea Waste : Rail/Road/Others.....

.....

Date :

\_\_\_\_\_  
Signature with Office seal

## PROFORMA-'Y'

Total quantity of tea waste(kgs)generated in course of production of made tea/blending/packaging/storing :-(Not applicable to caffeine/instant tea manufacturer)

| Period                  | Tea Waste in Quantity (in Kgs.) |             |       |
|-------------------------|---------------------------------|-------------|-------|
|                         | Denatured*                      | Undenatured | Total |
| 2017 (January-December) |                                 |             |       |
| 2018(January-November)  |                                 |             |       |
| 2017 (January-November) |                                 |             |       |

\* Please furnish the name of supervisory authority alongwith date and quantum in undertaking the denaturing activities in a separate sheet.

Quantity of Tea Waste sold to caffeine/instant tea manufacturers: (not applicable to instant/instant tea manufacturers)

| Period                  | Name of Purchaser | Quantity purchased (Kgs.) |
|-------------------------|-------------------|---------------------------|
| 2017 (January-December) |                   |                           |
| 2018(January-November)  |                   |                           |
| 2017 (January-November) |                   |                           |

Tea Waste purchased and/or utilized for the purpose of manufacture of caffeine/instant tea/experimental purpose: (Applicable to caffeine/instant tea manufacturers)

| Period                  | Qty. Purchased ** (Kgs.) | Qty. utilized(Kgs.) | Yield of Instant Tea/Caffeine |
|-------------------------|--------------------------|---------------------|-------------------------------|
| 2017 (January-December) |                          |                     |                               |
| 2018 (January-November) |                          |                     |                               |
| 2017 (January-November) |                          |                     |                               |

\*\* Please furnish a list of sellers' alongwith quantity &date, from whom purchased in a separate sheet.

Quantity of Tea Waste disposed by destruction and/or by conversion as compost.:

| Period                  | Qty. destroyed (Kgs.) | Convert to compost (Kgs.) |
|-------------------------|-----------------------|---------------------------|
| 2017 (January-December) |                       |                           |
| 2018(January-November)  |                       |                           |
| 2017(January-November)  |                       |                           |

Quantity of Tea Waste kept as stock:

| Period           | Denatured T.W. (Kgs.) | Undenatured T.W. (Kgs.) |
|------------------|-----------------------|-------------------------|
| As on 31.12.2017 |                       |                         |
| As on 30.11.2018 |                       |                         |
| As on 30.11.2017 |                       |                         |

Dated:

Signature with Office seal