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

Dated: 22/11/2017

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 2018

Dear Sir(s),

The validity of the Tea Waste Licence granted to you under the Tea Waste (Control) Order, 1959 will get expire on 31.12.2017. The licence may be renewed for the calendar year 2018 on application made in the prescribed form, as the case may be as early as possible and in any case not later than 31.12.2017. Application(s) received thereafter will not be entertained for renewal so as to reach the following offices:

1. The Controller of Licensing, Tea Board, 14, B.T.M. Sarani, Calcutta – 700 001 (For Bengal & Rest of India cases)
2. The Executive Director, Tea Board, North Eastern Zonal Office, Housefed Complex, 5th Floor, Beltola-Basistha Road, Dispur, Guwahati-781006 (For all Assam & other North East cases)
3. The Executive Director, Tea Board, Shelwood, Club Road, Post Box No. 6, Coonoor – 643 101 (For all South India cases)

The complete application form(s) to be submitted in duplicate are also attached herewith. The below mentioned points may also be noted by the licensee before submitting the application:

1. The renewal of Tea Waste licence will be granted by The Executive Director, Guwahati & Executive Director, Coonoor in respect of the Factory/Warehouse etc. falling under their jurisdiction. Application for renewal may be submitted to them.
2. Please note that the original licence(s) or the Renewal Certificate for the previous year should accompany the application(s) for renewal for the year 2018.
3. The Licensee of the State of Assam, Tripura and other North Eastern States may, submit their application(s) accompanied by the requisite renewal fee of Rs.50/- for each licence either in cash or by demand draft in favour of the Tea Board, Guwahati by the date as stipulated above to Tea Board, Guwahati.
4. The Licensee in South India may, shall submit their application(s) accompanied by the requisite renewal fee of Rs.50/- for each licence either in cash or by demand draft in favour of the Tea Board, Coonoor/Kochi by the date as stipulated above to Tea Board, Coonoor.
5. The Licensee in Bengal & Rest of India may, shall submit their application(s) accompanied by the requisite renewal fee of Rs.50/- for each licence either in cash or by demand draft in favour of the Tea Board, Kolkata by the date as stipulated above to Tea Board, Kolkata.
6. Please furnish the details as per enclosed proforma ‘Y’ duly signed after affixing your official seal along with your renewal application duly completed. Please also furnish information as per proforma ‘X’ duly signed for the period 1.1.2017 to 30/11/2017 separately for each day and for each consignor/consignee. Incomplete applications will be straightaway rejected.
7. Your attention is also invited to the terms and conditions of licence wherein it has been categorically mentioned that within twenty-four hours from the time of handing over of each consignment whose delivery is made by sellers of tea waste, every licensee (consignor)/deliverer of consignment shall send intimation in writing to Tea Board as per proforma ‘X’. Similarly, every licensee shall send an intimation as per proforma ‘X’ in writing to the Tea Board within twenty-four hours from the time of arrival of each consignment of the tea waste at the licensee’s Godown. Unfortunately, such information is not received by the Tea Board from seller/buyer on a regular basis. It is, therefore, requested to send such information within twenty-four hours from the time of dispatch/arrival of the tea waste in future regularly.
8. As per directives issued by Tea Board on dated 30th August, 2012, all TW Lic. Holders have to compulsorily upload available quantity of tea waste for sale in the online portal www.teaauction.gov.in/teawaste. The sale/purchase shall be approved to 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
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)…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………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1. Name & address and Licence No. of consignor (seller) of Tea Waste
   ……………………………………………………………………………………………………………………………………………
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   ……………………………………………………………………………………………………………………………………………
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2. Name & address and Licence No. of the consignee (buyer) of Tea Waste
   ……………………………………………………………………………………………………………………………………………
   ……………………………………………………………………………………………………………………………………………
   ……………………………………………………………………………………………………………………………………………
   ……………………………………………………………………………………………………………………………………………
   ……………………………………………………………………………………………………………………………………………

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)

<table>
<thead>
<tr>
<th>Period</th>
<th>Tea Waste in Quantity (in Kgs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Denatured*</td>
</tr>
<tr>
<td>2016 (January-December)</td>
<td></td>
</tr>
<tr>
<td>2017 (January-November)</td>
<td></td>
</tr>
<tr>
<td>2016 (January-November)</td>
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</tr>
</tbody>
</table>

* 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)

<table>
<thead>
<tr>
<th>Period</th>
<th>Name of Purchaser</th>
<th>Quantity purchased (Kgs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016 (January-December)</td>
<td></td>
<td></td>
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<tr>
<td>2017 (January-November)</td>
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<td></td>
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<tr>
<td>2016 (January-November)</td>
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</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Period</th>
<th>Qty. Purchased ** (Kgs.)</th>
<th>Qty. utilized(Kgs.)</th>
<th>Yield of Instant Tea/Caffeine</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016 (January-December)</td>
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<td></td>
<td></td>
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<tr>
<td>2017 (January-November)</td>
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<tr>
<td>2016 (January-November)</td>
<td></td>
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</tbody>
</table>

** 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:

<table>
<thead>
<tr>
<th>Period</th>
<th>Qty. destructed (Kgs.)</th>
<th>Convert to compost (Kgs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016 (January-December)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2017 (January-November)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2016 (January-November)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Quantity of Tea Waste kept as stock:

<table>
<thead>
<tr>
<th>Period</th>
<th>Denatured T.W. (Kgs.)</th>
<th>Undenatured T.W. (Kgs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>As on 31.12.2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>As on 30.11.2017</td>
<td></td>
<td></td>
</tr>
<tr>
<td>As on 30.11.2016</td>
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<td></td>
</tr>
</tbody>
</table>

Dated: ___________________________ Signature with Office seal