

आज़ादी का
अमृत महोत्सव



टी. बोर्ड. भारत Tea Board India
14, बी.टी.एम. सरनी (ब्रेबोर्न रोड) कोलकाता 700001
14, B.T.M Sarani (Brabourne Road) Kolkata 700 001
www.teaboard.gov.in

75
Azadi
Amrit Mahotsav

P.O. Box No : 2172 ::::::::::::::: STD Code : 033 ::::::::::::::: Tel. No: 2235-1331

F. No. 18(1)/Sectt/2023/

Dated: 06/05/2024

CIRCULAR

Subject: **Inputs for printing and publication of 70th Annual Report 2023-24 of Tea Board**


Consequent upon closure of fiscal year 2023-24, Board is supposed to arrange printing and publication of 70th Annual Report for the year 2023-24, as previously done.

In view of the above, all the HoDs and Zonal Offices are requested to provide the suitable draft inputs of Annual Report within their respective jurisdiction, in editable word format on the following issues for submission to Competent Authority please.

Chapter No.	Subject
Chapter-1	Organizational Set-up & Functions
Chapter-2	India Tea in the International Perspective
Chapter-3	Finance
Chapter-4	Tea Development
Chapter-5	Tea Research
Chapter-6	Tea Promotion
Chapter-7	Licensing
Chapter-8	Statistics
Chapter-9	Human Resource Development
Chapter-10	Hindi Cell
Chapter-11	Vigilance Cell & RTI Cell
Chapter-12	Legal Cell

Accordingly, all concerned may kindly look into the issue for submission of inputs to the Secretary, Tea Board, Kolkata **within 31st May, 2024.**

These issues with the approval of Competent authority.


(Dr. Rishikesh Rai)
Secretary (I/c)

चाय पियो मस्त जियो !



Distribution:

1	Executive Director, Coonoor
2	Executive Director / Director of Tea Promotion (I/c), Tea Board, Guwahati
3	Director of Tea Development, Tea Board, Kolkata
4	Deputy Director, Official Language, Tea Board Kolkata
5	Law Officer, Tea Board, Kolkata
6	Director (Research), QCL, Siliguri
7	Controller of Licensing, Tea Board, Kolkata
8	Deputy Director of Tea Promotion (JB), Tea Board, Kolkata
9	Deputy Director of Tea Promotion (ND), Tea Board, Kolkata
10	Special Officer (NWI), Tea Board, New Delhi
11	Store (I/c), Tea Board, Kolkata
12	Deputy Director of Tea Development, Tea Board, Siliguri
13	Deputy Director of Tea Development, Tea Board, Palampur
14	Statistician (I/c), Tea Board, Kolkata
15	Assistant Secretary, Tea Board, Kolkata
16	Accounts Officer, Tea Board, Kolkata
17	Secretary to Dy. Chairman, Tea Board, Kolkata – For kind information
18	P.A. to FA&CAO, Tea Board, Kolkata
19	P.A. to Secretary, Tea Board, Kolkata
20	IT Cell, Tea Board, Kolkata - For uploading in the website of Tea Board
21	Secretariat Branch (with spare copies)