



Tea Board
14, Biplabi Trailokya Maharaj Sarani,
Kolkata-700 001

Dated : 30.03.2022

OFFICE MEMORANDUM NO. 31/2022

The undersigned is directed to state that the Tea Board India came into existence w.e.f. 01.04.1954 in accordance with the provisions of the Tea Act, 1953 for carrying out its functions and responsibilities for overall development of Tea Industry all over India. In order to look after such functions and responsibilities, Tea Board India has set up various Zonal/Regional/Sub-Regional Offices in different tea growing areas in India and also set up some offices in abroad.

In order to commemorate the 69th Foundation Day of Tea Board, it has been decided to organize a programme in Board's Auditorium, Head Office, Kolkata on 1st April, 2022. It is, therefore, requested to all employees of the Board's Head Office, Kolkata to kindly make it convenient to attend the said programme.

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

Distribution :-

1.	All HoDs in Board's H.O, Kolkata (excepting Dy. Chairman & Secretary)	With the request to please bring the content of the Office Memorandum amongst all officials working under them.
2.	Executive Director, Tea Board, Coonor& Guwahati, DDTD, Siliguri, S. O (NWI), New Delhi and FAO, Palampur	With the request to please celebrate the 69 th Foundation Day of Tea Board on 01.04.2022 in the offices under their respective jurisdiction.
3.	FA & CAO	
4.	Director of Tea Development	
5.	All Branches/Departments of Board's Head Office, Kolkata.	
6.	All Regional/Sub-Regional Offices of the Board.	
7.	Secretary to Dy. Chairman & P.As to FA&CAO/Secretary	
8.	Secretariat Branch	
9.	IT Cell	With the request to upload in Board's website.
10.	T.B.E.A.	
11.	Establishment Branch	with spare copies