



TEABOARD
14 B.T.M. Sarani
Kolkata-700001

Ref. No.12(17)/LC/2008/Part-III/

Dated. 04.01.2022

Notification

This is in continuation with this office Circular Reference No. 12(17)/LC/2008/Part-III Dated 28th January, 2021 and 18th May, 2021 for North India and South India respectively in regard to issuance of NOC and RC for new tea manufacturing units or capacity enhancement of manufacturing units. Difficulties have been expressed by various stakeholders with regards to the implementation of provisions of existing guideline. Hence, it is a demand to re-visit the guideline mentioned in the above circular. The matter has also been deliberated at length in the Board meeting held on 27th October, 2021 in Kolkata.

The matter has been examined by the Board in detail and the following scheme for **accelerated approval of new manufacturing units and capacity enhancement of existing units** have been framed, the details of which are as follows:

- a. The applicant shall submit an application for obtaining NOC from Tea Board prior to setting up of tea factory. The NOC shall be granted/ deemed to be granted by Tea Board within 15 working days from the submission of applications, provided no objections/ queries have been raised by Tea Board.
- b. After completion of civil works including installation of machineries, etc., the applicant shall apply for final registration certificate for its unit as per the provision of the Tea (Marketing) Control Order, 2003. RC shall be granted/ deemed to be granted by Tea Board within 15 working days from the submission of applications, provided no objections/ queries have been raised by Tea Board.
- c. Applications shall be submitted online through Board's egiccs portal <http://egiccs.teaboard.gov.in/>.
- d. The annual installed capacity applied by the manufacturing unit shall be granted by the Board based on the assessment of green leaf by the applicant itself and declared in the application, both at NOC and RC stage. No further assessment of green leaf shall be carried out by Tea Board for approving the applied capacity. The applicant shall ensure maintenance of quality of green leaf and made tea at every stage.
- e. However, the capacity applied at RC stage shall mandatorily be at par with the applied and granted capacity at NOC stage.

- f. The applicant shall give an undertaking to the extent that no financial assistance will be availed by them under any of the schemes of central/ state government for setting up of a new factory or for expanding the capacity of the existing unit. Those units desirous of availing financial assistance under schemes of Central/ State Government shall apply for NOC and RC as per the existing procedure of Tea Board mentioned in the Circular Ref. No. 12(17)/LC/2008/Part-III Dated 28th January, 2021 and 18th May, 2021.
- g. Board shall collect made tea samples from each manufacturing unit on quarterly basis (at least 4 samples in a year for a unit) for testing compliance of FSSAI norms in any NABL accredited laboratory. The payments for testing shall be charged as per Board's Circular Ref. No.12(26)/LC/2013/7111 dated 16.08.2016.
- h. In case of non- compliance of FSSAI prescribed quality standards, the manufacturing unit shall be liable for suspension of registration certificate as per the provisions laid down in the Tea (Marketing) Control Order, 2003.
- i. This procedure will come into effect from 24th January,2022. No application related to new factory and capacity enhancement of existing unit shall be accepted between the date of this notification and up to 23rd January,2022.
- j. All existing applications submitted before this notification and not disposed shall be given an online option to express their willingness either for continuance of the existing application or submission of fresh application as per this notification. The willingness shall be initiated and obtained online by the Board in the form of clarification.
- k. If at any time it is found that NOC/RC is obtained based on false declaration/ undertaking, such NOC/RC shall be liable for cancellation.

Yours faithfully,

Sd/-
(Rajanigandha Seal Naskar)
Controller of Licensing

Application for submission of Expression of Intent (EoI) for setting up of a new Tea Manufacturing Unit and Capacity enhancement of existing factory

	Description	Remarks
1	Name of the applicant (in block letters)	
2	Mailing address of the applicant with PIN code	
2A	E-Mail ID	
2B	Telephone & Mobile Number	
3	Name and address of the Proposed manufacturing unit	
4	Status of the applicant	Public Ltd/ Pvt. Ltd/ Partnership/ Proprietorship/ Co-operative/ SHG of STGs
4A	Type of Factory	Estate*/ Bought Leaf / Co-operative/ SHG of STGs
4B	Type of tea to be Produced	Black (CTC/Orthodox)/ Green/ White/ Oolong/ Speciality tea such as Hand Rolled Tea
4C	RC No. in case of existing factory	
4D	Annual capacity of Production (in kgs)	
5	List of Documents to be submitted	
5A	*In case of a estate factory please enclose a copy of the registration certificate issued by Licensing Branch of Tea Board in favour of the Garden	
5B	An undertaking to the extent that no financial assistance will be availed by them under any of the scheme of central/ state government for setting up of a new factory or for expanding the capacity of the existing unit.	

Certified that I/We, have read and understood the Tea Act 1953, the Tea (Marketing) Control Order -2003, the relevant rules and regulations of the FSSAI and other rules and regulations imposed by the other Departments of the Local, State and Central Governments and I/We, hereby undertake to comply and abide by all the rules and regulations for availing the No- Objection for setting up the factory.

Name & Signature of the applicant(s) with date

Issue of Letter of No Objection (NOC) :

The No objection Certificate (NOC), will be issued to enable the applicant to commence and complete the construction of the factory and installation of all machinery items. The NOC does not guarantee that on completion of construction, the applicant shall be provided with registration under TMCO, if Board is of the opinion that the factory has been constructed by violating the prescribed norms.

No Objection Certificate (NOC)

File No :

Date:

To,

Sir/ Madam,

With reference to your application dated.....,expressing your intent to set up a new tea processing unit/ capacity enhancement of existing unit at Vill:..... P.O..... : Dist:State:..... , this is inform you that based on the particulars submitted by you, Tea Board has no objection of your setting up of a new tea processing unit/enhancement of capacity of existing tea factory (Estate/ BLF/ Co-operative/ SHG of STGs) at the above mentioned address with a proposed installed capacity of..... kgs per annum (in case of NOC for new factory)/ kgs from kgs. per annum..

This NOC is issued to recognise the intent of setting up the new factory/enhancement of capacity of existing tea factory by you and it has no guarantee that the registration of the tea factory would be given by default in case you fail to comply with the conditions prescribed by Tea Board from time to time.

This NOC does not confer the applicant any right whatsoever as regards to right over the plot of land and factory in question. This NOC does not exempt the applicant from getting all the statutory clearances from the local/ state and central government.

This NOC is valid for a period of 12 months from the date of issue to enable you to complete the construction of factory and installation of machineries. On completion of the activities you must apply to Tea Board for grant of TMCO registration as per form A prescribed under the Tea (Marketing) Control Order,2003.

Yours faithfully,

FORM-'A'

APPLICATION FOR REGISTRATION UNDER PARAGRAPH 3(2) OF TMCO, 2003

To
The Deputy Chairman,
Tea Board,
14, B.T.M. Sarani,
Kolkata- 700 001.

Sir,

I/we hereby apply for registration as a manufacturer and/or producer of tea under the Tea (Marketing) Control, Order,2003. Necessary particulars are furnished below :

Sl. No	Description	Remarks
1	Name of the applicant (in block letters)	
2	Mailing address with PIN code	
3	Name of the processing unit	
3A	Address of the processing unit	
3B	Phone no. and e-mail id	
4	Annual capacity of production	
5	Detailed list of machinery and equipment installed with date of installation	
6	If the Tea Processing Unit to be registered as Estate Factory, kindly mention registered area under tea with Registration Number of Tea Board. Name of the Tea Estate.	
7	GST NO. FSSAI No.	
8	License fee of Rs. 1,20,000/- (plus applicable GST) to be paid through online	

Yours faithfully,

Place:

Date:

Signature of the applicant

List of documents to be submitted with form A

Sl. No.	Document(s)
1	Detailed list of machinery and equipment installed along with date of installation
2	Any other document

FORM 'B'

Certificate of Registration for carrying on the business as Manufacturer of Tea

NOT TRANSFERABLE

Issued under paragraph 3(4) of the Tea (Marketing) Control Order, 2003

Date:

Certificate of Registration No.of.....is/are hereby authorised to carry on the business of manufacture of tea under the provisions of Tea(Marketing) Control Order, 2003.

This certificate shall continue to be valid until cancelled by the registering authority under paragraph 4 of the Tea Marketing (Control) Order, 2003.

Name of the Manufacturing Unit:

Deputy Chairman, Tea Board
Registering Authority