Minutes of the meeting held in the office of D.M., Factory Division, Takmacherra on 05.01.2016.

1. A meeting to review the various issues of rubber production under South-I, South-II and Factory Division was held in the office chamber of Divisional Manager, Factory Division, Takmacherra on 05.01.2016 which was chaired by Shri Rameshwar Das, Managing Director, TFDPC Ltd. The following officers had attended the meeting:-
   i. Sri C.L.Das, Executive Director
   ii. Shri Ratan Kr.Saha, D.M., South-II
   iii. Shri Nisith Chakraborty, D.M, Factory Division
   iv. Shri Suman Das, D.M., South-I
   v. Shri Suman Acherjee, Supervisor, Takmacherra Factory
   vi. Shri Manash Majumder, C/R. O/C, Takmacherra Factory
   vii. Shri Fatik Jamatia, C/R, O/C, Kalshimukh
   viii. Shri Elvis Uchoi, C/R. O/C, Sachirambari
   ix. Shri Indu Bhushan Sen, C/R, O/C, Baishnabpur
   x. Shri Ramani Mohan Murasing, C/Fr, O/C,Abhangacherra
   xi. Shri Bidhu Bhushan Ghosh, C/Fr., O/C,Ekinpur
   xii. Shri Sibaprasad Dey, O/C, West Ludhua

2. At the outset Managing Director, TFDPC Ltd. expressed his concerned about shortfall of production of rubber in comparison to last year. Thereafter, discussion was held on specific issues which are reproduced below:-

3. There was complaint that DRC report being sent from the Factory to the centers is not to the satisfaction of beneficiaries/tappers. In order to overcome such dispute, followings decisions were taken.

   a. In the factory all tests will be done under full supervision of lab incharge or else in absence of lab in-charge; supervisor or officer in charge of the factory owning full responsibility. DM factory will be overall responsible.
   b. it was decided that that DRC of rubber latex should be tested in the centers also collecting sample of latex randomly from the tappers. The sample should be of 100 ml by making sample sheets using formic acid. This is th traditional method used in all centres of TFDPC Ltd. This should be invariably used in all centres.
   c. Further it was also directed that duplicate sample of rubber latex should be drawn of which one should be sent to Factory for DRC estimation while other sample should be retained at the centre. The sample retained at the centre may be used in case of
further verification if so needed. Officer in-charge will have the option to get ascertained at the Takmachhara factory next day. Even in extreme case same may be verified by Rubber Board also.

d. Divisional Manager, Factory Division was directed to procure sample bottle each having capacity of 100 ml and to supply the same to the centre. Even other divisional Manager can also purchase and give required quantity to Officer in charge of the centre immediately.

4. It was found that scrap rubber of following 3 different categories are sent to Factory for processing as ISNR:
   a) Wet scrap rubber
   b) Sun dried scrap rubber
   c) Smoke scrap rubber

Random sample collected from the stock of above categories of scrap rubber, the average DRC as estimated in the Laboratory was found to be as under:-

   a) Wet scrap rubber  -60%
   b) Sundried scrap rubber  -80%
   c) Smoke scrap rubber  -90%

5. There is also confusion regarding weight of latex. It was felt necessary to go for standardization of latex reception tankers available in Gardhang, North Bijoypur, Abhangacherra, Sachirambari, Kalshimukh RPC and Takmacherra factory. A committee with the following members was constituted who will standardize and if necessary will calibrate such tanks immediately.

   i. Divisional Manager, Factory Division -Chairman.
   ii. Divisional Manager, South-II - Member
   iii. Divisional Manager, South-II - Member
   iv. Supervisor Takmachara factory - Member
   v. O/C of the concerned centre/factory. - Member

The committee should submit the report within 15 days time.

6. It is clear from the above that even the smoked scrap rubber also contains about 10% moisture. This was earlier also confirmed by Rubber Board that smoked scrap rubber contains around 10% moisture. Thus, it was suggested that while sun dried scrap rubber are purchased, rate fixed for smoke scrap rubber should be reduced by 10% while making payment for sun dried scrap rubber on the ground that sun dried scrap rubber contain 20% moisture. Divisional Manager, South-II was directed to follow the same
while purchasing sundried scrap rubber from the rubber growers. The same should be followed in another divisions.

7. In order to check VFA formation in the rubber latex it was directed that tanks immediately after delivery of latex should be cleaned with water properly and thereafter final cleaning should be done with 10% formalin solution.

8. It was further directed that during Feb-March, 2016, latex reception tanks should be painted with black bituminous paints with a coating of Wax.

9. Scrap rubber being collected at Kalshimukh, Gardhang and Abhangacherra RPCs are to be sent daily by the latex tankers to factory.

10. Each Tapping blocks should be allotted amongst the TCPS, Protection Squads and Staff available in the centre to ensure to ensure effective monitoring of tapping works. Register for such Block Inspection should be maintained as per format communicated earlier which should be checked by the Divisional Manager during inspection.

11. It was directed that Divisional Manager, South-II should take all required measures so that production in West Ludhuwa, Baishnabpur gets increased.

12. It is seen that despite of several instructions the issue of incentive at Abhancherra and Sachirambari is not solved. It was instructed that task should be fixed year of plantation wise. The tapping block in slaughter tapping cannot have same task as 2005 plantation. Incentive to the tappers of 2005, 2006 plantation in Abhangacherra RPC should be paid if eligible for which required proposal should be sent to H.Q immediately.

13. All records in Laboratory in respect of testing should be maintained properly by the Laboratory In-charge under direct supervision of Divisional Manager.

14. Shri Suman Acherjee, Supervisor should remain fully responsible for production in the Factory.

15. ETP plant should be made fully functional. Filter as suggested by the Officials of Rubber Board may be constructed immediately for which required estimate may be submitted by the Divisional Manager. Factory.
16. It was directed that while making delivery of rubber to the Rubber Dealer against Delivery Order, no worker of any running shift should be engaged.

17. The rear gate of the ISNR Factory should be made functional by developing the road so that ISNR can be delivered through that gate.

18. The LDPE bag wherein ISNR are put should be sealed so that ISNR cannot absorb moisture.

Tripura Forest Development & Plantation Corporation Limited
(A Government of Tripura Undertaking)
Abhoynagar, Agartala, West Tripura

No.F.4-81/GEN/TFDPC-14/ 10.247-62 .
Dated 1/ 01/2016

Copy to:-

1. The Executive Director, TFDPC Limited
2. The Divisional Manager, Factory Division, Takmacherra
3. The Divisional Manager, South-I Division, Santirbazar
4. The Divisional Manager, South-II, Sabroom
5. The Divisional Manager, Sadar
6. The Divisional Manager, North
7. Shri Suman Acherjee, Supervisor, Takmacherra Factory
8. Shri Manash Majumder, C/R. I/C, Takmacherra Factory
9. Shri Fatik Jamatia, C/R, O/C, Kalshimukh
10. Shri Elvis Uchoi, C/R. O/C, Sachirambari
11. Shri Indu Bhushan Sen, C/R, O/C, Baishnabpur
12. Shri Raman Mohan Murasing, C/Fr, O/C,Abhangacherra
13. Shri Bidhu Bhushan Ghosh, C/Fr., O/C,Ekinpur
14. Shri Sibaprasad Dey, C/Fr, O/C West Ludhua
15. Shri Apurba Kr.Datta, Ex.C/R, Gardhang RPC

Page 4 of 4