

Minutes of Review Meeting held in the conference hall of HQ of TFDPC Ltd. on 25.04.2018

The Monthly Review meeting was held in the conference Hall of HQ of TFDPC Ltd. on 25.04.2018. The meeting was chaired by Dr. Ashok Kumar, MD, TFDPC Ltd and attended by the following officers:

1. Sri C.L.Das, IFS, Executive Director, TFDPC Ltd.
2. Sri Gautam Das, IFS, General Manager, TFDPC Ltd.
3. Sri Alok Bikash Dewan, Divisional Manager, North
4. Sri Ratan Kr. Saha, Divisional Manager, South –II Division
5. Sri Sumit Deb, Divisional Manager, Sadar Division
6. Sri Hiranjoy Reang, TFS, Divisional Manager, South –I Division.
7. Sri Nisith Chakraborty, TFS, Divisional Manager, Factory Division.

Agenda wise discussion as held is reproduced below:

1. ATR on decisions taken in the monthly meeting held on 26.03.2018.

It was observed that instructions as furnished on 26.03.2018 had been mostly complied with by all concerned. Thereafter, agenda wise discussion was held and after detail discussion, following directions were furnished for compliance:

- i. There was over all shortfall of 133.73 MT of rubber production in comparison to production of 2016-17. The reason for such shortfall was assessed to be due to more number of rainy days during 2017-18. However, all Divisional Managers were directed to take necessary action so that the shortfall can be overcome during 2018-19. Target for production of rubber during 2018-19 was fixed as under:

Name of Division	For corporation plantation		For resettlement plantation	
	No. of blocks	Target	No. of blocks	Target
South-I	1079	800	00	00
Sadar	615	750	298	200
South-II	378	450	539	600
North	726	700	117	120
Factory	206	135	00	00
TOTAL	3004	2835	950	920

Average production for the corporation plantation was found to be 1202.02 kg per block in South-II with the lowest of 597.19 Kg per block in South-I division having average of 784.06 kg/Block.

Action: All DM

- ii. All Divisional Managers were directed to submit a report showing highest production tapper wise and centre wise as per following format within 15/05/2018:



A. Best Tapper:

Sl No.	Name of Tapper	Production in Kg

The name of first 3 best of the centre is to be sent.

B. Best production centre

Production per block per year	No. of block	Total production in Kg	Average production in Kg

Action: All DM

- iii. It was informed by all Divisional Manager that there has been good impact on the workshop conducted recently about technical as well as administrative aspects to be looked into for production of rubber and it's processing.  
Action: All DM
- iv. Divisional Manager, North stated that a meeting with the beneficiaries in presence of Hon'ble MLA will be held shortly to sort out the issue of Golokpur RPC. He was directed to take needful action immediately and report compliance.  
Action: DM North
- v. General Manager, TFDPC IE was directed to intimate actual position of the power line showing distance still left to be covered.  
Action: GM, TFDPC IE
- vi. Divisional Manager, Factory was directed to take up the matter with Superintending Engineer about improper functioning of deep tube well sunk by PHED. He was directed to take necessary steps for functioning of ISNR factory also.  
Action: DM , Factory
- vii. Divisional Manager, Sadar has informed that the extraction of timber in Motinagar and Kalamchoura had been started and has been going on in full swing.  
Action: DM Sadar
- viii. Divisional Manager, Factory stated that there was substantial shortage of plantation at Takmacherra RPC as per check survey conducted by him. He was directed to intimate detailed action taken on the matter immediately.  
Action: DM, Factory

- ix. DM, South-I stated that required land would be available on Khas land. He was directed to submit detailed report on the matter and also to request SDM for allotment of land in favour of TFDPC Ltd so that processing unit can be constructed over there.  
Action: DM, South-I
- x. DM South-I confirmed that he has 1995 unserviceable aluminum trays. Although, all Divisional Managers were directed to arrange disposal of the unserviceable aluminum trays through quotation but none complied the same. DM, North although floated quotation but that has not been finalized while others did not invite quotation. All of them were further directed to arrange disposal of the unserviceable Alluminium trays after observing codal formalities.  
Action: All DMs
- xi. All Divisional Managers have confirmed that block numbering and template marking are available in the trees and before December, 2018 no further marking will be required. It was stated by DM, North that the said work had been going on in Saidarper & Sailenbari RPC.  
Action: All DM
- xii. GM, TFDPC IE was directed to ensure recovery of pending dues relating to sale of furniture immediately.  
Action: GM, TFDPC IE
- xiii. It was stated by DM, Sadar and South-II that Ethephone had been applied. DM North informed that after procurement of Ethephone, the same will be applied. DM South-I and Factory could not furnish satisfactory reply for non application of Ethephone. The matter was viewed seriously. All were directed to follow the direction without any deviation.  
Action: All DM
- xiv. All Divisional Manager confirmed that required chemicals are being used for processing of rubber latex. They have also confirmed about availability of all required materials in the processing unit which was directed to maintain in the centre.  
Action: All DM
- xv. GM, TFDPC IE stated that due to some technical problem the newly procured saw mills could not be commissioned. However, he was directed to take needful action for commissioning of the same immediately.  
Action: GM, TFDPC IE
- xvi. GM, TFDPC IE was directed to invite tender for disposal of saw dust and seasoned timber immediately.  
Action: GM, TFDPC IE



- xvii. Accounts for the month of March, 20128 has been submitted by DM North and South-II. Other DMs and GM, TFDPC IE confirmed that accounts for the month of March, 2018 would be submitted within 05/05/2018.  
Action: GM, DM Sadar, South-I & Factory
- xviii. All Divisional Manager and General Manager, TFDPC IE was directed to ensure writing of inspection note while visiting centre narrating all the issues observed during inspection which should also include status of maintenance of various records in the centre.  
Action: All DMs &GM, TFDPC IE
- xix. DM Factory stated that bowls of LRB-710 can be used for LRH-410 without causing any mechanical disorderness. He was directed to consult with representative of M/s, Alfa Laval on the matter.  
Action: DM, Factory
- xx. All Divisional Mangers were directed to lift Plastic cups already allotted from HQ immediately.  
Action: All DM
- xxi. Although instruction was passed by Executive Director during his visit to Chittamara RPC to carry out stand marking of trees in 1988 plantation but the same was not done. DM could not furnish satisfactory reply. He was directed to arrange standing marking of the trees immediately and report compliance.  
Action: DM, South-I
- xxii. It was complained by GM, IE that application of Borax and Boric Acid had not been done by OC while making delivery of felled logs. All DMs were directed that immediately after extraction of the rubber trees Borax and Boric Acid mixture should be applied on the cut surface of trees.  
Action: All DM
- xxiii. DM, Factory was directed to supply 300 kg Aurosap from his stock to DM, South-II immediately.  
Action: DM Factory
- xxiv. Tour programme of FSC audit teams to different divisions was explained. All were directed to take needful action for smooth conduct of the audit.  
Action: All DM
- xxv. A new web based application has been prepared by TFDPC Ltd for calculation of incentive and bonus (tfdpc.co.in). Demonstration on handling of the application was given to all DM/GM and

was directed to arrange training of their staff so that application can be used for preparation of incentive /bonus report.

Action: All DM, & GM

xxvi. A new mobile app has been prepared. All were given demonstration on its use. All were directed to send information daily through this app.

Action: All DM, & GM

xxvii. It was explained that Public Grievance portal about grievances should be regularly monitored for disposal of grievances for which necessary user ID and pass word was given to all DMs.

Action: All DMs

Data furnished by Divisional Managers and General Manager on different agenda has been compiled and furnished as under:

2. : Rubber Production up to month of Mar,2018 (in MT)

**A. Corporation**

Name of the Division	No. of blocks	Total Production Target	Production in Mar, 2017	Production upto Mar, 2018	Production in Mar, 2018	Production upto Mar, 2018	Short / Excess		Target for Mar, 2018	Target for April, 2018	Target for May, 2018	Average production	Target for 2018-19
							During Mar, 2018	Upto Mar, 2018					
South-I	1079	800	39.175	670.571	44.645	644.367	5.485	-26.203	80	60	52	597.19	800
Sadar	615	720.00	33.415	552.273	31.308	561.569	-2.107	9.296	70	32	33	913.12	750
South-II	378	500.00	29.269	478.043	30.524	454.477	1.255	-23.566	50	29	21	1202.32	450
North	726	665.00	31.247	632.365	34.560	567.231	3.313	-65.134	54	30	29.93	781.31	700
Factory	206	130.00	7.060	134.108	8.833	127.667	1.773	-6.441	17	11	9.75	619.74	135
<b>Total</b>	<b>3004</b>	<b>2815</b>	<b>140</b>	<b>2467</b>	<b>150</b>	<b>2355</b>	<b>10</b>	<b>-112</b>	<b>271</b>	<b>161</b>	<b>145.58</b>	<b>784.06</b>	<b>2835</b>

**B. Resettlement**

Name of the Division	No. of blocks	Total Production Target	Production in Mar, 2017	Production upto Mar, 2017	Production in Mar, 2018	Production upto Mar, 2018	Short / Excess	Target for Mar, 2018	Target for April, 2018	Target for 2018-19	Average production
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