

Minutes of Review Meeting held in the conference hall of HQ of TFDPC Ltd. on 26.03.2018

The Monthly Review meeting was held in the conference Hall of HQ of TFDPC Ltd. on 26.03.2018. 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 26.02.2018.

It was observed that instructions as furnished on 26.02.2018 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. Shortfall of production which was 162.25 MT till January, 2018 has been reduced to the extent of 156.35 MT. It was assured by all Divisional Manager that such loss will be substantially recovered during March, 2018. All were requested to take necessary action for improvement of production.
Action: All DM
- ii. It was stated by Divisional Manager, North that a meeting for Golokpur RPC was scheduled on 18/03/2018 but that could not be held due to unavoidable circumstances. DM was directed to make efforts to make the centre operational. If required, Sri Radhakanta Sinha, MCW of Amarendra RPC may be deputed to Golokpur RPC to facilitate the process as the later one agreed to do the same during visit of Executive Director to Amarendra RPC on 19/03/2018.
Action: DM North
- iii. General Manager, TFDPC IE stated that the work relating to extension of power line to TFDPC IE had been going on in full swing which is likely to be completed shortly.
Action: GM, TFDPC IE
- iv. Divisional Manager Factory Division has stated that due to certain unavoidable circumstances work relating to commissioning of Deep Tube well could not been done with in 15/03/2018 but he confirmed that the work would be completed within 07/04/2018 as the work has been going in full swing.
Action: DM Factory
- v. Although earlier Divisional Manager, Sadar confirmed that extraction of rubber trees from Motinager and Kalamchoura would be started shortly, but the same could not be started due to

non-finalization of extraction rate. However, he stated that the work had been taken up departmentally and timber would be sent to TFOPC/IE shortly.

Action: DM Sadar

- vi. It was stated by Divisional Manager, Factory that check survey of the rubber plantation which was supposed to be done by Sri Elvis Uchail, CR was not done in the disputed plot as the same was not shown by the OC, Takmacherra RPC. DM, however told that check survey of the plot had been done by him and the area have got drastically reduced. He was directed to submit detailed report after taking due action against the defaulter.

Action: All DM, Factory

- vii. The statement in respect of extraction of timber and fire wood which was supposed to be submitted by all Divisional Manager has been submitted by DM, Factory, North and South-II only while other did not submit. It was confirmed by DM Sadar and South-I that they would submit the report within 31st March, 2018.

Action: DM Sadar and South-I

- viii. Although, DM, South-I was directed to explore the possibility of construction of Processing House at Sonaichari but he did not do the same. He was further directed to identify the land for construction of Processing House immediately.

Action: DM South-I

- ix. It was stated by all DMs about availability of un-serviceable Aluminum Trays is under:

Name of Division	No. of un-serviceable Aluminum Trays
Factory	810
South-II	2034
North	6904
Sadar	4743
Total	14,527

DM, South-I did not submit the information who confirmed that he would submit within a week time. It was directed to arrange disposal of the un-serviceable aluminum trays after inviting quotation with the approval of HQ.

Action: DM, South-I

- x. Although, DM, South-II, Factory and Sadar were directed to submit report regarding resurvey of 2017 plantation but DM, Factory and Sadar did not submit the same. However, they confirmed to submit the same within 31st March, 2018.

Action: DM Factory and Sadar



- xi. GM, TFDPC IE confirmed that he would affect delivery of furniture after 50% advance from the consignee from April, 2018 onwards.

Action: GM, TFDPC IE

- xii. Although it was directed that block numbering and template marking should be done in all the eligible blocks within 31st March, 2018 but the works was found still pending in some division. It was directed to complete the work immediately.

Action: All DM

- xiii. Although it was directed that Ethephon should be used in all blocks being kept under slaughter tapping system but that was not being followed in division like North/Factory & South-I. All were directed to follow the same without any deviation.

Action: DM, North/Factory & South-I

- xiv. It reveals that polybag plants in 2017-18 nursery reported during meeting held in February has got reduced during meeting held in March, 2018 as per following break up:

Name of Division	Polybag plants during meeting held in Feb'2018	Polybag plants during meeting held in March'2018	Shortage
North	0.903	0.893	0.01
Sadar	0.233	0.228	0.005
South-I	0.5	0.34	0.16
South-II	0.328	0.321	0.007
Factory	0.734	0.734	0

All were directed to justify such mortality.

Action: All DM

- xv. It was directed that although instruction was issued to use Aurosap and PNP while processing of sheet rubber but the same was not being used everywhere. It was directed to ensure use of required chemicals so that quality of sheet rubber is maintained.

Action: All DM

- xvi. GM, TFDPC IE although earlier stated that all the newly procured Saw Mill would be commissioned shortly but the same was not done. He was directed to arrange commissioning of all newly procured saw mills and seasoning plant immediately.

Action: GM, TFDPC IE

- xvii. GM, TFDPC IE was directed to invite tender for sale of seasoned timber.

Action: GM, TFDPC IE



- xviii. Since input of latex in the Takmacherra Factory is quiet low it was directed that ammoniated latex from Paikhola and Chittamara RPC will be sent to Takmacherra Factory from 01/04/2018 onwards.

Action: DM, South-I & Factory

- xix. It was found that accounts for the month of February, 2018 had been submitted only by GM, TFDPC IE and South-II Division. The matter was viewed seriously. All were directed to submit the same within 31st March, 2018.

Action: DM, Sadar, South-I, North & Factory

- xx. General Manager, TFDPC IE stated that he would give effect of delivery of furniture after realizing of 50% advance from the consignee from nApril, 2018 onwards.

Action: GM, TFDPC IE

- xxi. Stock of Formic Acid shown in respect of DM, South-I was only 13.58 Kg which appears to be incorrect figure. He was directed to intimate the actual position of stock of Formic Acid.

Action: DM, South-I

- xxii. GM, TFDPC IE was directed to arrange immediate procurement of hardener as present stock was 48 kg as against the requirement of 26 kg during April, 2018.

Action: GM, TFDPC IE

- xxiii. The stock shown for Aurosap in case of North was found to be incorrect as stock shown was 70 kg only although, adequate stock of Aurosap was found in the divisional office during visit of Executive Director on 19.03.2018. DM was directed to intimate actual position of Aurosap.

Action: DM North

- xxiv. It was also directed that while DM visits centres they should inspect different records so that the concerned OCs are advised to maintain records properly. During visit of Executive Director to North Division it was observed that duty book, work register had not been maintained properly. It was directed that all should ensure maintenance of records properly.

Action: DM, North

- xxv. It was also directed that weighing scale should be available in all centre for proper measurement of latex/rubber etc. Coagulation process of latex should also be followed as per standard practice instead of adopting defective system.

Action: All DM

- xxvi. DM, Factory was directed to arrange procurement of few bowl discs for LRH-410 machine. He was also directed not to entertain engagement of new worker in the factory.



Action: DM, Factory

xxvii. Allotment of plastic cup procured recently was made as under:

- DM, South-I: 25000
- DM, South-II: 15000
- DM, Factory: 10000
- DM, Sadar: 25000
- DM, North: 25000

All DMs were directed to lift the cups from store of HQ immediately

xxviii. All DM/ GM were directed to complete divisional level meeting for FSC compliance within 3.4.2018 and bring the copy of minutes of meeting while coming for attending meeting in HQ on 04.04.2018.

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 Feb,2018 (in MT)

A. Corporation

Sl.No	Name of the Division	No of blocks	Total Production Target	Production in Feb, 2017	Production upto Feb, 2018	Production in Feb, 2018	Production upto Feb, 2018	Short / Excess		Target for Feb,2018	Target for March, 2018	Target for April, 2018	Average production	No. of rainy days	
								During Feb, 2018	Upto Feb, 2018					Feb, 2017	Feb, 2018
1	South-I	1090	800	46.048	631.356	45.48	599.721	-0.568	31.675	80	60	40	0.470	0	11
2	Sadar	612	720.00	34.515	518.858	37.352	530.261	2.837	11.403	70	32	35	0.866	0	11
3	South-II	378	500.00	32.001	448.774	34.467	423.963	2.466	24.811	50	29	31	1.122	0	11
4	North	728	665.00	39.895	601.118	38.319	532.670	-3.576	68.448	54	30	35	0.732	0	11
5	Factory	206	130.00	7.763	127.048	8.920	113.376	1.157	13.672	17	11	9	0.553	0	11
	Total	3014	2815	160	2327	163	2200	2	-127	271	161	150	0.730		

B. Resettlement

Sl. No	Name of the Division	No. of blocks	Total Production Target	Production in Feb, 2017	Production upto Feb, 2017	Production in Feb, 2018	Production upto Feb, 2018	Short / Excess	Target for Feb,2018	Target for March, 2018	Target for April, 2018	Average production