

भारत सरकार  
वस्त्र मंत्रालय  
पटसन आयुक्त का कार्यालय,  
सी.जी.ओ. कॉम्प्लेक्स, ई एवं एफ विंग,  
चतुर्थ तल, डी एफ ब्लॉक, सेक्टर-1,  
साल्टलेक सिटी, कोलकाता - 700 064.



Government of India  
Ministry of Textiles  
Office of the Jute Commissioner  
3<sup>rd</sup> MSO Building, CGO Complex, DF-  
Block, E & F Wing, 4<sup>th</sup> Floor, Sector-I,  
Salt Lake City,  
Kolkata - 700 064.

No.Jute(CA)/11/86-VII

Dated: 20<sup>th</sup> December, 2021

To  
The Managing Director/ Chief Executive

Subject: To furnish information on Factory License, BIS License & Workers position for the year 2020-21 (upto December, 2021)- reg.

Sir,

In continuation to this office letter of even No. dated 12<sup>th</sup> January, 2021 on the subject cited above, you are requested to submit the following documents/information for the financial year 2020-21 (upto December, 2021) urgently.

- (i) **Valid Factory License** for the F.Y. 2020-21 (upto December, 2021) under the Factories Act.
- (ii) **Bureau of Indian Standards** for manufactories of B.Twill Jute Bags.
- (iii) **Total Workers position for all categories** (Permanent, Casual, Spl. Budli, Budli, Temporary, Apprentices, New Entrants etc.) upto December, 2021.

Since the PCSOs are received by the Jute Mills, they are required to submit the latest information upto December, 2021 urgently as the same are frequently required for replies of **Parliament Questions, VIP References** etc.

You are, therefore, requested to submit the same within 10 days from the date of issue of this letter.

Yours faithfully,

*Amir Akhtar*  
(Amir Akhtar) 20/12/21  
Assistant Director (Cost)