



भारतसरकार/ Government of India

वस्त्रमंत्रालय/ Ministry of Textiles

पटसनआयुक्तकाकार्यालय/ Office of the Jute Commissioner

पाटसनभवन, सीएफब्लॉक, / Patsan Bhawan, CF Block,  
सातंवावआठवांतल, एक्शनएरिया- I, / 7<sup>th</sup>& 8<sup>th</sup> Floor, Action Area-I,  
न्यूटाउन, कोलकाता - 700156/ Newtown, Kolkata - 700156

No. Jute (T)-6/1/178/RJ/2016-IV(E)

Dated 30<sup>th</sup> September, 2024

Subject: Submission of data relating to procurement of raw jute on Jute SMART Portal

In reference to the notification issued under Ref. No. Jute (T)-6/1/178/RJ/2016-IV(E) dated 24.09.2024, the following clarifications are being issued after considering the representations received from various organizations:

1. It has been pointed out that some jute mills have ERP systems in place and may produce the data in excel format. Considering this, the Jute Mill Companies are being given the option to furnish the requisite data/information monthly in an Excel format (enclosed alongside), by the 3<sup>rd</sup> day of the following month. However, the data / information furnished in this excel sheet must be in sync with the format specified for the respective columns and no rows/columns/fields should be left blank, unless otherwise specified as hereunder. No changes must be made in the Header- Row of the excel sheet.
2. The data provided in the excel sheet shall be uploaded to the Jute SMART portal by the System Administrator through a utility. The mill company may use either the excel sheet option or the direct entry in the Jute SMART portal but not both.

3. It has been pointed out that some raw jute trades are done by the jute mill directly with the trader i.e. without the interface of jute broker. In such cases the field Broker may indicate 'Direct Purchase' and the name of seller may be mentioned in the relevant field.
4. Jute Mill Companies engaging in purchase of *unassorted raw jute*, should furnish the self-assessed grade<sup>1</sup> of the purchases, against the particular field in the format; whereby the declared grade(s) should be consistent with the purchase price declared.
5. For the Mill Receipts issued by the 30<sup>th</sup> of the month but **claim not settled**; the entry under the '*Claim*' column can be left blank.
6. The specific entry against 'balance quantity', is optional and if it is not available can remain **blank**.
7. In addition to the entry on the software, the signed copy of Annexure I and Annexure II must be submitted to o/o Jute Commissioner by the 3<sup>rd</sup> of the following month as was directed under the order dated 24<sup>th</sup> September 2024. It may be noted that the non-submission of data within given timelines shall result in delay in the declaration of monthly price of 580 gm B-Twill bags under clause 3(6) of Jute and Jute Textiles Control Order, 2016.
8. Further, non-compliance with the order dated 24th September 2024 shall be punishable under clause 11 of Jute and Jute Textiles Control Order, 2016 read with Section 7 of the Essential Commodities Act, 1955.

  
30/09/2024  
(Moloy Chandan Chakraborty)  
Jute Commissioner

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<sup>1</sup> Grade - Eight (8) Grade System