



भारत सरकार / Government of India  
वस्त्र मंत्रालय / Ministry of Textiles  
पटसन आयुक्त का कार्यालय / Office of the Jute Commissioner  
सीजीओ कॉम्प्लेक्स, ई एवं एफ विंग / CGO Complex, E&F Wing  
साल्टलेक, कोलकाता / Salt Lake, Kolkata- 700064 .

File No. Jute (Econ)/IR/2015-III

Dated – 10/10/2023

To  
All Jute Mills

This office has fixed the minimum price of the Raw Jute for 2023-24 vide Notification No. Jute (Mktg)/139/2021 dated 05.10.2023. The Jute Mills are hereby directed to submit daily transaction report on imported raw jute and other jute products in the formats given in the Annexure till 31.12.2023 or until further orders. The daily transaction reports shall be submitted as follows:

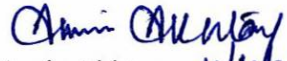
- Every Jute Mill must mandatorily send to this office the details of import of Raw Jute and/or Jute goods such as type (HSN code wise and grade-wise in case of Raw Jute), quantity, price, source of import (including country), etc. in the format given in Annexure I (Special Report on Imports-Report-1).
- Every Jute Mill must mandatorily send to this office the details of usage of imported Raw Jute and/or Jute Goods in the format given in Annexure II (Special Report on Imports- Report-2).
- The reports must be sent on a daily basis and all the transactions happening by the end of the day must be covered.
- The first report is to be reported for any transaction which has taken place on or after 05.10.2023 upto 10<sup>th</sup> October 2023 should be sent to the JC office by 11<sup>th</sup> October 2023 at the latest. The following reports should be submitted daily without fail.
- Jute Mills are advised to refrain from import of Raw Jute of the equivalent quality of TD-4 to TD-8 variant (as per the old classification used in the trade) as these variants are in adequate supply in the country.

The reports should be sent to the following email address: [jc.juteimp@gmail.com](mailto:jc.juteimp@gmail.com), preferably in an Excel sheet format from the registered email address of the importer.

Any Mill found to be in violation of the above order under Jute Packaging Materials (Compulsory Use in Packaging Commodities) Act 1987 or Jute and Jute Textiles Control Order of 4<sup>th</sup> Feb 2016 will be liable for action under the above Act and/or Order.

This issues with the approval of jute Commissioner.

Yours faithfully

  
Amir Akhtar 10/10/23  
Assistant Director (Cost)

Copy attached:

Tel: + 91 (33) 2337 6979/80, 9477423018

Email-[jcoffice@jutecomm.gov.in](mailto:jcoffice@jutecomm.gov.in) Web-[www.jutecomm.gov.in](http://www.jutecomm.gov.in)

**SPECIAL REPORT ON IMPORTS - Report 1 (Detail of Imports)**

Name of the Mill:

Address:

Report Serial No.

Date of report:

Date of previous report:

| Sl no. | Type of Imported Jute Goods (Raw Jute/Jute Yarn/Jute Bags etc.) | HSN Code | Grade (In case of Raw Jute) | Import Quantity (Qntls) | Price (Rs./qntls) | Value (Rs.) | Bill of Entry Number | Bill of Entry Date | Name of Supplier | Address | Country of Origin |
|--------|---|----------|-----------------------------|-------------------------|-------------------|-------------|----------------------|--------------------|------------------|---------|-------------------|
|        |   |          |                             |                         |                   |             |                      |                    |                  |         |                   |
|        |   |          |                             |                         |                   |             |                      |                    |                  |         |                   |
|        |   |          |                             |                         |                   |             |                      |                    |                  |         |                   |
|        |   |          |                             |                         |                   |             |                      |                    |                  |         |                   |
|        |   |          |                             |                         |                   |             |                      |                    |                  |         |                   |
|        |   |          |                             |                         |                   |             |                      |                    |                  |         |                   |
|        |   |          |                             |                         |                   |             |                      |                    |                  |         |                   |
|        |   |          |                             |                         |                   |             |                      |                    |                  |         |                   |
|        |   |          |                             |                         |                   |             |                      |                    |                  |         |                   |

\* Report Serial no should start from 1 for the first report and then should be consecutively numbered.

**SPECIAL REPORT ON IMPORTS - REPORT 2**

Name of the Mill:  
Address:  
Report Serial No.  
Date of report:  
Date of previous report:

| Sl no. | Type of Imported Jute Goods (Raw Jute/Jute Yarn/Jute Bags etc.) | HSN Code | Country of Origin | Grade (In case of Raw Jute) | Opening Stock (Qntls) | Import During the Day (Qntls) | Usage Quantity (Qntls) | Closing Stock at EOD (in Qntls) | Details of Usage of the raw jute/jute good |
|--------|---|----------|-------------------|-----------------------------|-----------------------|-------------------------------|------------------------|---------------------------------|--|
|        |   |          |                   |                             |                       |                               |                        |                                 |  |
|        |   |          |                   |                             |                       |                               |                        |                                 |  |
|        |   |          |                   |                             |                       |                               |                        |                                 |  |
|        |   |          |                   |                             |                       |                               |                        |                                 |  |
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\* Report Serial no should start from 1 for the first report and then should be consecutively numbered for each occasion of reporting.