

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.



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

No Jute(CA)/11/86-VI

Dated the 10<sup>th</sup> August, 2018

To  
The Managing Director/Chief Executive,

**Sub:- Factory License, BIS License & Workers.**

Sir,

In continuation of this office letter dated 17<sup>th</sup> May, 2018 on the captioned subject, you are to submit the following document/information. It is revealed from the office record, that till date the same has not been received for the Financial Year 2017-18 in respect of your company.

- (i) **Valid License** for the current year under the Factories Act.
- (ii) **Bureau of Indian Standards** for manufacture of B.Twill Jute Bag.
- (iii) **Total Workers** position (Permanent, Casual, Spl.Budli, Budli, Temporary, Apprentices, New Entrants etc.) as on 31-03-2018

You are therefore, requested to submit the same within 07 days from the date of issue of this letter. This may please be treated as urgent.

Yours faithfully,

(Sujit Pal)  
Director(Cost)

Copy to Indian Jute Mills Association, Royal Exchange, 6, Netaji Subhas Road,  
Kolkata - 700001 for kind information.