

भारत सरकार

वस्त्र मंत्रालय

पटसन आयुक्त का कार्यालय

तृतीय एमएसओ भवन, सीजीओ कॉम्प्लेक्स

डी एफ ब्लॉक, इ एवं एफ विंग, चतुर्थ तल

सेक्टर - I, साल्ट लेक 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(Mktg)/106/Raw Jute Registration/2015

Date: 07-07-2023

### ORDER

In exercise of powers conferred under Clause 6(i) of the Jute and Jute Textiles Control Order, 2016, I, Moloy Chandan Chakraborty, Jute Commissioner vide vide Orders dated 18-06-2021 & 29-06-2022 had directed all dealers / traders / agencies / stokists etc. trading with 500 Kgs or more quantity of raw jute in a jute year (July-June) (kutcha and pucca, baled and unbaled raw jute) to apply to the office of the Jute Commissioner for registration in this office 'JUTE SMART' portal. The time period for submission of online application was from 18-06-2021 to 31-10-2021 and from 01-07-2022 to 15-09-2022 for Orders dated 18-06-2021 & 29-06-2022 respectively.

2. Now, after considering the request of the Jute Balers' Association and providing opportunity to the left out dealers / traders / agencies / stockists etc, I hereby direct all dealers / traders / agencies / stockists etc. trading with 500 Kgs or more quantity of raw jute in a jute year (July-June) (kutcha and pucca, baled and unbaled raw jute), **who have not yet applied for registration (and those who had applied for registration from 18-06-2021 to 31-10-2021 but have not been issued registration)** to apply for registration within a period of 30 days from the date of publication of this Order in the proforma in this office's website [[jutecomm.gov.in](http://jutecomm.gov.in)] & 'JUTE SMART' portal. The application is to be submitted online through 'JUTE SMART' portal of this office from **10<sup>th</sup> July, 2023 to 09<sup>th</sup> August, 2023**. The detailed procedure of submission of the application is provided in this office Website namely, [[jutecomm.gov.in](http://jutecomm.gov.in)]. After online submission, hardcopy signed/stamped print out has to be mandatorily submitted to this office by post or in person. **It is strictly prohibited to submit multiple applications or submit a fresh application if registration has already been issued from the office of the Jute Commissioner.**

3. On successful registration, certificate of registration will be provided to the respective traders / agencies /stockists / dealers if the details are found in order. Such certificate will have validity for specific duration & also can be revoked anytime for commission of any offence under Section 7 of the E.C.Act 1955 or for non-submission of data/records/falsification/non-cooperation in any other form.

4. If they fail to comply with these directions or if they submit any information which is found to be false in any material particular, they shall be punishable under Clause 11 of the aforesaid Jute and Jute Textiles Control Order read with Section 7 of the Essential Commodities Act, 1955, which provides for both imprisonment and fine and they shall not be allowed to trade raw jute. Further, failure in providing correct information will result in searching and seizing of raw jute stock under Clause 9 of the Jute and Jute Textiles Control Order, 2016.

5. No trading/stocking of raw jute will be allowed by any trader/dealer/agency or stockists etc without registration certificate issued by this office. Any contravention of this order will be punishable under Section 7 of the Essential Commodities Act, 1955.

Note: Those traders whose application date is from 01-07-2022 to 15-09-2022 and they have NOT been issued registration yet are **STRICTLY DIRECTED TO NOT APPLY** again for registration as the process is still ongoing. They are advised to follow this Office website regularly for updates.

  
(Moloy Chandan Chakraborty)  
Jute Commissioner

To

(All traders/dealers/agencies/stockists of raw jute)

**Detailed procedure for submission of the application for registration by raw jute traders :**

JC office is maintaining an application to help the Jute Mill for the supply of jute bags to pack food grains against the State Government supply orders. This is being extended to units/organizations involved in processing and trade in raw jute for registration purposes. The platform is known as 'Jute Smart'; link for which is "http://jutecomm.gov.in/Jute\_Smart.html"

On going to the website, the user will have to click on 'Jute Smart' link to enter into the application by providing User ID and password.

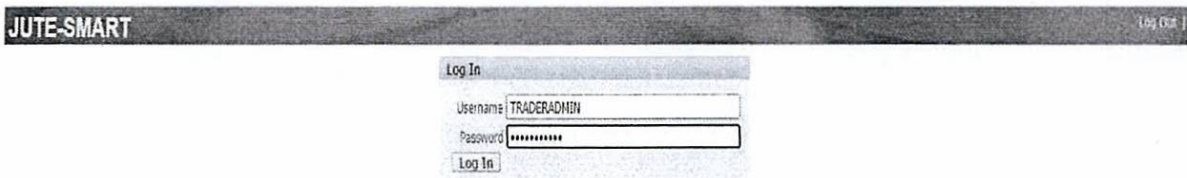
Given below are the steps to be followed for the registration in details:

1. For the first time users will have to enter into the application with

User Id: TRADERADMIN

Password: Welcome@123

Screen reference attached



After providing the User Id and password as provided click the 'Log in' button

2. It will take you to the screen as below



3. On clicking the link it will open the screen



- After entering the details click on the 'Create' button to save the data.  
If the code exists a message will be populated 'Code Exists. Enter New Code' or the data will be saved in the system and the user will be provided with his login ID and Password in the screen using which he will have to login to enter the rest of the details.

**JUTE-SMART** Log Out | Transaction | Reports | Administrator

**Trader User Creation**

Company Name: ABC Pvt. Ltd.  
 Company Code: ABC  
 Responsibility: RAW JUTE TRADERS

Trader Code Exists. Provide new Code

CREATE

**JUTE-SMART** Log Out | Transaction | Reports | Administrator

**Trader User Creation**

Company Name: XYZ Pvt. Ltd.  
 Company Code: XYZ  
 Responsibility: RAW JUTE TRADERS

Trader Code Generated. Logout and login using the Code: 'JTYXZ' and password: 'Welcome@11'

CREATE

- Now that the user has his ID and Password he will have to login using that to enter the other details. On Logging he will see the following screen

**JUTE-SMART** Log Out | Transaction | Reports | Administrator

**Raw Jute Traders**

- Trader Detail Entry
- List of Financial Data
- Bank Details

- On clicking the 'Trader Detail Entry' link

**JUTE-SMART** Log Out | Transaction | Reports | Administrator

**Trader Details View**

Trader code: XYZ

Edit	Company Name	Trader Code	Proprietor Name	Licence No.	Contact 1	Contact 2	PAN	GST	ADHAR	Registration/print
	XYZ Pvt. Ltd.	XYZ								XYZ

1 - 1

Click on the 'Pencil' icon a detail form will open which needs to be filled up.

Trader Details Entry/Modify

Cancel Save

Company Name  Business Code

Proprietor Name  Licence No.

Contact 1  Contact 2

PAN  GST

AADHAR  Email

Bale Trading  Yes  No  Criminal Case (If any)

Punishment (If any)  Prohibition (If any)

Remarks

Note: For any 'Yes' selection please give the summary details in 'Remarks'

Addresses

Add Row

<input type="checkbox"/>	Address Type	Status	Address	City	Police Station	Sub Division	District	Pin	State Name
<input type="checkbox"/>	Postal	Active	641lh	Kol					WB-West Bengal
<input type="checkbox"/>	Baling Press	Active	456hij	Kol					WB-West Bengal
<input type="checkbox"/>	Godown	Active	989jhg	Kol					WB-West Bengal

1 - 3

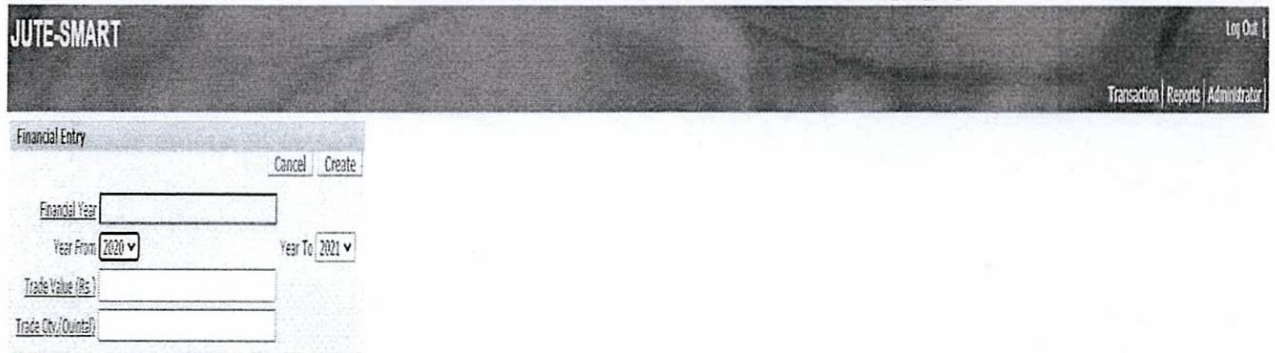
7. Go to transaction tab and click on the link 'List Of Financial Data' and fill the following screen

Go Actions Create

Financial Year	Trade Value	Trade Qty
2020-2021	123456	1234

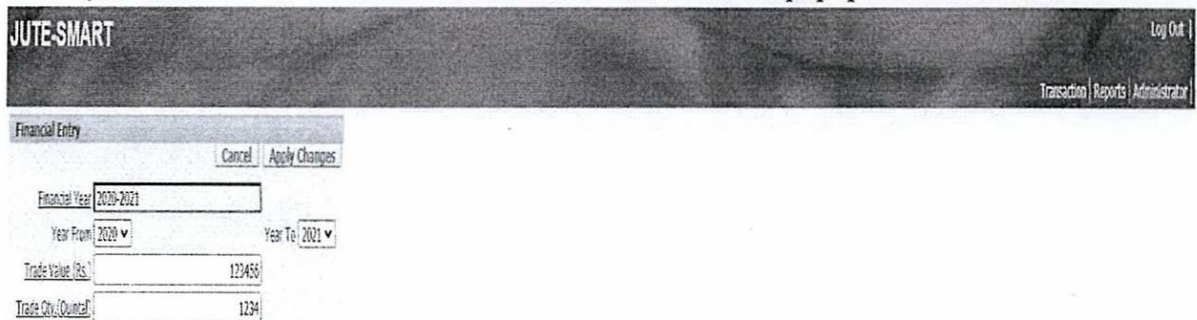
1 - 1

For any new entry click on the 'Create' Button. The screen below will popup



Make the entries and click on the 'Create' button to save the data.

For any modification click on the 'Pencil' icon the screen will popup with the details



Make the changes and click on the 'Apply Changes' button to save the data

If no changes are made then click on the 'Cancel' button to return to the financial data list screen

8. Go to transaction tab and click on the link 'Bank Details' following screen will popup



Status	Bank Name	Branch Name	Acc Holder Name	Ifsc Code	Acc No	Micr Code	End Date
A	Bank of India	Dum Dum	ABC TYP	BOI00090	5435543	sad	

For making new entry click on the 'Create' Button at the top of the screen and after making the detail entry click on 'Create' button to save the data.

For modifying the bank details click on the 'Pencil' icon and make the modifications and click on the 'Apply Changes' button to save the data.

For any bank account detail changes modify the previous data and make the current bank details as 'Inactive' by selecting the status and put the End Date and save the data.

Click on the 'Create' button to make new bank detail entry and put the status as 'Active' for current active bank account.

The screenshot shows a web form titled 'Form on JC\_JUTETRADER\_BANKDET' with a 'Cancel' and 'Apply Changes' button. The form contains the following fields:

- Bank Name: Bank of India
- Branch Name: Dum Dum
- Acc Holder Name: ABC TYP
- Ifsc Code: BOI09090
- Acc No: 5435543
- Micr Code: sad
- Status: Active (dropdown menu)
- End Date: (calendar icon)

9. After saving the data go to the transaction link and click on the link 'Trader Data Entry'

The screenshot shows a 'Trader Details View' page with a search bar for 'Trader code' containing 'ABC'. Below is a table of trader details:

Edit	Company Name	Trader Code	Proprieter Name	Licence No.	Contact 1	Contact 2	PAN	GST	ADHAR	Registration print
	ABC Pvt. Ltd.	ABC	dfidiffid	434344	77777	8989089080	434454	5567	44554454	<a href="#">ABC</a>

1-1

Click on the 'Registration Print' column where Company Code is provided as a link to print the report