

**GOVERNMENT OF INDIA
MINISTRY OF TEXTILES
OFFICE OF THE JUTE COMMISSIONER**

PART A - JUTE CONSUMPTION-PRODUCTION REPORT (JCPR)

YEAR _____

MONTH OF REPORTING :

Name of the Unit :

Corporate Office Address :

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Raw Jute Inventory

(in Quintals)

CATEGORY	Opening Stock	Consumption		End Month Stock
	Stock	Consumption	Sale	Stock
1. Tossa				
(a) TD 3 & TD 4				
(b) TD 5 & TD6				
(3) TD 7 & TD 8				
2. Jute from JCI				
(a) TD 3 & TD 4				
(b) TD 5 & TD6				
(3) TD 7 & TD 8				
3. CUTTINGS				
4. Mesta				
(a) Top				
(b) Middle				
(c) bottom				
5. Bimli				
6. Bangladesh				
TOTAL				

PART B-Manpower and Productivity Report

1. STATUS OF THE MILL:

WHETHER THE MILL IS SICK	
HAS IT BEEN REFERED TO BIFR	
PRESENT STATUS OF BIFR PACKAGE	

2. NO. OF STAFF & WORKERS AT THE LAST MONTH END :

PERMANENT	
SPL. BADLI	
BADLI	
NEW ENTRANTS (2002 BASIS)	
NEW ENTRANTS (2010 BASIS)	
OTHERS	
SUPERVISORY STAFF	
MANEGERIAL STAFF	

3. MANDAYS:

4.1 TOTAL MANDAYS AVAILABLE	
4.2 TOTAL MANDAYS UTILISED	
MANDAYS PER TON OF PRODUCTION (Based on total production of jute goods)	

4. NO OF SHIFTS RUN:

A) MILL SIDE	
B) FACTORY SIDE	

5. NO. OF DAYS WORKED :

6. NO. OF DAYS THE MILL REMAIN CLOSED :
DURING THE MONTH & REASONS THEREOF

**7. WAGE & SALARY STRUCTURE CATEGORY WISE:
(During the last month)**

A)

	PARMANENT	SPL. BADLI	BADLI	NEW ENTRANTS	NEW ENTRANTS	OTHERS
				(2002 BASIS)	(2010 BASIS)	
AVERAGE WAGE PER WORKER PER MONTH						
BASIC						
DA						
HRA						
PF						
ESI						
FESTIVAL HOLIDAYS						
STATUTORY LEAVE						
GRATUITY						
EDLI						
NIGHT SHIFT ALLOWANCE						
BONUS						
OTHERS(SPECIFY)						
TOTAL						

Please furnish the details of DA rates and DA pts. applicable to different category of employees.
Others include trainees and retired persons re- employed etc

B)

TOTAL SALARIES PAID TO SUPERVISORY STAFF	
TOTAL SALARIES PAID TO MANAGERIAL STAFF	

8. ARREAR DUES:

PROVIDEND FUND	
ESI	
GRATUITY	
OTHERS	

Arrear dues if any of last management be shown separately

9. PRODUCTION DURING THE MONTH:
(in Tonnes)

JUTE PRODUCTS

OTHER PRODUCTS

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10. THE YEAR UPTO WHICH AUDITED ANNUAL ACCOUNTS PREPARED & FILED

WITH ROE (with date of filing) :

11. CONSUMTION DURING THE MONTH:

ITEMS	UNITS	TOTAL QUANTITY CONSUMED	VALUES (Rs.)	QUANTITY CONSUMED PER TON OF PRODUCTION
JBO/RBO	KL			
OTHER OIL	KL			
B. HOOPS	KG			
*POWER(PURCHASED)	KWH			
POWER(GENERATED)	KWH			
DIESEL CONSUMED	KL			
BUCKLES	PCS			
PIN	PCS			

*ELCTRICITY BILL TO BE ATTACHED IN SUPPORT OF THE FIGURE.

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PART C - RAW JUTE REPORT

Raw Jute Purchase Details

(in Quintal)

Category	Purchase		
	Domestic	Import	Value (Rs.)
Total			

Note 1: "Category" means the different variety of raw jute as purchased by the concerned mill.

Note 2: "Purchase" means the total order placed by the mill during the said month irrespective of whether delivery was made or not.

Note 3: Total of the Value Column should match the record mentioned by the mill.

PART D – REPORT ON CESS RETURN

Articles Manufacture by the Mill	Total Quantity Physically Produced During the Period under Consideration (Tonnes)	Quantity Considered for Assessment (Tonnes)	Reason for Difference	Value of Assessed Quantity (Rs./Lakhs)	Cess Paid (Rs./Lakhs)	Name & Address of the Central Excise Authority Collecting the Cess	Remarks, If Any
Hessian							
Sacking (Plain Twill)							
CBC							
Twine							
Tarpaulin							
Decorative Fabrics							
Cotton Bagging							
Soil Saver							
Japanese Rice Bags							
Any Other							

Quantity/Total Cess Paid:

Articles/s of jute manufacture/s applicable may be ticked and information furnished

Signature : _____
Name in Block Letter : _____
Designation : _____
Name & Address of the Mill : _____
