**Monthly**

**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 : .................................................................................**

 **.................................................................................**

**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** |   |   |   |   |

**Jute Goods:**

 (in Tonnes)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **CATEGORY** | **HS Code** | **Opening Stock** | **Production** | **Despatch for Domestic consumption** | **Export** | **Import** | **End Month Stock** |
| **Qty** | **Value (Rs.)** | **B’desh** | **Others** | **Value (Rs.)** |
| **Cloth/Fabric** | 5310 |   |   |   |   |  |   |  |  |  |
| Carpet Backing Fabric | 5310 10 11 |   |   |   |   |  |   |  |  |  |
| Sacking Fabric | 5310 10 12 |   |   |   |   |  |   |  |  |  |
| Hessian Fabric  | 5310 10 13 |   |   |   |   |  |   |  |  |  |
| Canvas Fabric  | 5310 10 14 |   |   |   |   |  |   |  |  |  |
| Bleached/Dyed/Decorative Fabric | 5310 90 |   |   |   |   |  |   |  |  |  |
| Others |   |   |   |   |   |  |   |  |  |  |
| **Yarn for sale** | 5307 |   |   |   |   |  |  |  |
|  **Imported Yarn** |  |  |  |  |  |  |
| **Bags** |   |  |   |   |   |  |   |  |  |  |
| Hessian Bag | 6305 10 30 |  |  |  |  |  |   |  |  |  |
|  50 kg sugar bag  (IS  15138:2010) |   |   |   |   |   |  |   |  |  |  |
|  Other Hessian bags |   |   |   |   |   |  |   |  |  |  |
|  Total |   |   |   |   |   |  |   |  |  |  |
| Sacking Bag | 6305 10 40 |   |   |   |   |  |   |  |  |  |
| 50 kg B.Twill (IS 12650: 2003)- For Govt. Type - A |   |   |   |   |   |  |   |  |  |  |
| Type- B |  |  |  |  |  |  |  |  |  |  |
| 50 kg B.Twill (IS 12650: 2003)- For others Type - A  |   |   |   |   |   |  |   |  |  |  |
|  Type - B  |  |  |  |  |  |  |  |  |  |  |
|  A.Twill (IS 1943:1995)  50 kg sugar bag |   |   |   |   |   |  |   |  |  |  |
|  A.Twill for others |   |   |   |   |   |  |   |  |  |  |
|  Other Sacking Bags |   |   |   |   |   |  |   |  |  |  |
| Total |   |   |   |   |   |  |   |  |  |  |
| **Jute Wool Sack** | 6305 10 50 |   |   |   |   |  |   |  |  |  |
| **Other Bags** |   |   |   |   |   |  |   |  |  |  |
| **Soil Saver** | 6305 10 80 |   |   |   |   |  |   |  |  |  |
| **DW Taurpauline** | 6306 |   |   |   |   |  |   |  |  |  |
| **Jute Diversified in any other HS Code** |   |   |   |   |   |  |   |  |  |  |
| **Any Other Jute Product** |   |   |   |   |   |  |   |  |  |  |
| **GRAND TOTAL** |   |   |   |   |   |  |   |  |  |  |

**Monthly**

**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**:** JUTE PRODUCTS OTHER PRODUCTS

 (in Tonnes)

 **…………………….... ……………………….....**

**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.

**Monthly**

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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.**

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**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 :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_