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இலங்கைத் தேயிலைச் சபை  
SRI LANKA TEA BOARD

574

ගාලු පාර, කොළඹ 03, ශ්‍රී ලංකාව  
காலி வீதி, கொழும்பு, இலங்கை  
Galle Road, Colombo 03, Sri Lanka.

Circular No. OR/1/51

05<sup>th</sup> July 2010.

To: Chief Executive Officer/Managing Director of  
Registered Exporters of Tea  
Registered Manufacturers of Tea  
Licensed Produce Brokers of Tea

Sir,

**Damaged Made Tea due to Natural Causes and otherwise**

Sri Lanka Tea Board observes that owners of made tea, in various stages of the disposal channels manage to minimize their losses, due to damages caused to made tea on account of natural causes or otherwise through insurance covers. This loss recovery mechanism culminates with the releasing of a considerable volume of damaged teas, which are either contaminated with Microbiological elements or Chemical substances in to the export blends through unscrupulous parties. This has tarnished the image of 'Ceylon Tea' abroad, damaging the reputation established by the exporters, over decades of hard work.

02. Considering the adverse repercussion of the said unethical trading practice, it has been decided to monitor such transactions, with immediate effect.

03. Where any tea is damaged due to natural causes and otherwise that will deem the said tea unfit for sale through approved channels or otherwise, shall be declared by the registered exporter, manufacturer or produce broker to the Sri Lanka Tea Board, within a period of one week from the said incident and an acknowledgement obtained. Specimen Form for this purpose is annexed. No such teas should be released to an insurance company or its agent or any other person without the prior written consent of the Sri Lanka Tea Board.

*Handwritten signature*

දුරකථන  
தொலைபேசி  
Telephone  
HotLine

2582121  
2582122  
2583687  
2587814

ෆැක්ස් :  
பக்ஸ் :  
Fax :

2589132

ත.ප.ප.  
த.பெ.  
P.O.Box

1750

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தந்தி  
Telegrams

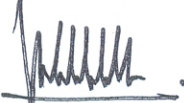
වි මේඩ්, කොළඹ.  
தேயிலைச் சபை கொழும்பு  
TEA BOARD, COLOMBO.

E-mail : [teaboard@pureceylontea.com](mailto:teaboard@pureceylontea.com) Web Site : [www.pureceylontea.com](http://www.pureceylontea.com)

04. In the case of any party failing to comply with this directive, its liable to be suspended.

Please acknowledge receipt of this Circular.

Yours truly,



H.D. Hemaratne  
Director General  
Sri Lanka Tea Board

- Copy:
1. Chairman, Insurance Board of Sri Lanka.
  2. Chairman, Colombo Tea Traders Association.
  3. Chairman, Tea Exporters Association.
  4. Chairman, Colombo Brokers Association.
  5. Chairman, The Planters Association of Ceylon.
  6. Chairman, Private Tea Factory Owners Association.
  7. Chairman, Association of Small & Medium Exporters of Tea.
  8. Director - Tea Promotion, TPD.
  - ✓ 9. Acting Tea Commissioner.
  10. Deputy Tea Commissioner (Exports)
  11. Deputy Director (Tech.) Tea Tasting Unit.
  12. Assistant Director (Lab).
  13. Managing Directors/CEOs of all Insurance Companies.

the Director General, Sri Lanka  
in 7 days of the damaged  
**Application for  
aged Made Tea due**

and Addressed of the  
ne and address of

a) How was

(b) Who

4. Detail

Iden

its operations

TB/DMT

furnished to the **Director General, Sri Lanka Tea Board, 574, Galle Road, Colombo 03** within 7 days of the damaged caused.

**Application for Approval to Dispose of  
Damaged Made Tea due to Natural Causes and/or otherwise**

1. Name and Addressed of the Applicant:-
2. Name and address of the owner of Tea:-
3. (a) How was the damaged caused?  
  
(b) When was the damage happened?

4. Details of damaged Teas:-

Identification Mark & Numbers	Date of Sale/Bro.Lot No./Inv.No Blend No.	Grade of Tea	No. of Packages and Net weight (kg)	Total Quantity (Kg)	Location of Damaged Tea Address

(If the space above is not sufficient enough please use attachment as per the above table)

5. Name and Address of the Insurance Company:
6. Insurance Policy No. & date and date of expiry:-
7. Damaged Teas stored in the premises for what purpose:-

I/We hereby declared that the information furnished above are true and accurate and assured the salvaged teas are not disposed without written approval from the Sri Lanka Tea Board.

Signature of the applicant/Owner of damaged tea

Date: