

## **Orthodox and Specialty Tea Auction Manual**

### **1. Purpose of This Manual**

The East Africa Tea Trade Association will introduce the Orthodox and Specialty teas on the Auction platform with effect from the month October 2025.

This manual is intended to guide producers, brokers, buyers, and other stakeholders in the handling, submission, cataloguing, and bidding of Orthodox and Specialty teas at the Mombasa Tea Auction. It complements, but does not replace, the formal rules and regulations of the Mombasa Tea Auction.

### **2. Definition of Orthodox and Specialty Teas**

#### **2.1 Orthodox Tea**

Orthodox tea refers to tea processed using the rolling table manufacturing process where the leaf remains whole or slightly broken.

#### **2.2 Specialty Teas**

This refers to unique or artisanal teas.

### **3. Objectives of Introducing Orthodox/Specialty Teas to Auction**

The introduction of the Orthodox teas in the Mombasa auction is intended to:-

- Have better visibility on the Orthodox and specialty teas available in the market and the quantities through the auction catalogue and samples.
- Diversify offerings at the Mombasa Tea Auction in addition to the current CTC teas.
- Create a fair and transparent platform for premium and specialty teas
- Support market access for small and medium-scale orthodox producers
- Attract a new class of specialty tea buyers
- Stimulate value addition and product differentiation in the region

### **4. Categories of Orthodox Teas**

The following common five categories will apply (producers may use their own terms based on leaf size and processing). The following will be the new African Orthodox Tea categories at the Mombasa Auction:-

#### **Category 1-Large Whole leaf**

- i. OPA
- ii. OP1
- iii. OP
- iv. FOP
- v. FOP1
- vi. Chinese tea

#### **Category 2-Medium Whole leaf**

- i. BOP1
- ii. Pekoe
- iii. Pekoe 1
- iv. FP

### **Category 3-Broken leaf**

- i. FBOP1
- ii. FBOPF
- iii. GFBOP
- iv. FBOPF SP
- v. BOP

### **Category 4-Fannings**

- i. FOF
- ii. GOF

### **Category 5: Orthodox – Secondary grades**

5. Auction Procedures for Orthodox/Specialty Teas
  - Orthodox teas will be offered through a dedicated auction category as defined by the Board.
  - Auction days are determined by the Board and announced in advance.
  - Orthodox teas will appear in a separate catalogue.
6. Sampling and Sample Request Protocol
  - Orthodox teas will be sampled once. A 2kg or 1kg representative sample shall be provided by the producer to the broker for a lot size of 20 packages and 10 packages respectively. No further sampling shall be permitted, including in the event of reprints.
  - Samples will be distributed only to buyers who formally request them through the broker once the catalogue is published. This will be done through an email request to the Broker clearly stating '**Request for Orthodox Samples**'
  - The broker is responsible for confirming buyer interest before dispatching samples.
  - The sample sent by the brokers to the buyers shall not exceed 30grammes for each buyer.
7. Packaging and Labeling Guidelines
  - For Orthodox the lot size will be 20 packages. For special teas manufactured under orthodox the lot size will be 10 packages or 20 packages.
  - Packages must be clearly marked as Orthodox/Specialty to distinguish them from CTC teas.

- The Labels should include, Invoice number, Grade, Net weight, Producer name/code, date of manufacture and Any certification marks (e.g., Organic, Rainforest Alliance), Country of origin
8. Storage and Handling
- Orthodox teas must be warehoused in Mombasa two working days prior to the auction, as per updated Rule 12.
  - Teas should be stored in a way that prevents contamination or deterioration.
  - Brokers must ensure Orthodox teas are handled separately from CTC to preserve identity and quality.
9. Evaluation Standards
- Orthodox teas been sold at the auction shall be evaluated using their processing style. The Board shall define and periodically review these standards to ensure consistency, transparency, and fairness in the evaluation and bidding process. Buyers and brokers are encouraged to familiarize themselves with these parameters and provide feedback to the Board during periodic reviews.
10. Payment
- Buyers shall remit payment for Orthodox and Specialty teas purchased through the auction platform in accordance with the prevailing auction settlement procedures established by the Association.