

COLOMBO TEA TRADERS' ASSOCIATION

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CIRCULAR NO. 03 OF 2021

January 27, 2021

HIGH PRIORITY

FOR THE ATTENTION OF THE CEO's

AUTOMATED CLAIM MANAGEMENT SYSTEM (ACMS)

At the CTTA Committee Meeting held on 08th January 2021, it was revealed that some buyer members were not conversant with the uploading procedure of Quality Claims, to the Automated Claim Management System (ACMS) introduced in 2018. As such, enclosed hereto is a procedure manual with clear instructions outlined for ease of reference.

Your attention is drawn to CTTA Circular No. 18 of 2019 dated October 01, 2019, as such, please be guided to upload all claims through the ACMS, absence of which, claims will NOT be accepted.

**THE SECRETARIAT
THE COLOMBO TEA TRADERS' ASSOCIATION**