

COLOMBO TEA TRADERS' ASSOCIATION

Office of the CTTA, No. 50, NAVAM MAWATHA, COLOMBO 02.

Telephone: 5588849; Facsimile: 2449352; [E-mail : hemaratne@ctta.lk](mailto:hemaradne@ctta.lk), nisansala@ctta.lk

CIRCULAR NO. 41 OF 2022

December 13, 2022

FOR THE ATTENTION OF THE SELLERS

DISPENSATIONS FOR CATALOGUING OF TEAS

Reference is made to Circular No. 27 of 2022 dated August 05, 2022, on the above subject.

Having deliberated the existing methodology adopted by the Office of the CTTA for granting dispensations for the cataloguing of teas especially based on the requests for Dispensations due to the fuel crisis the following revised methodology has been approved by the Committee with immediate effect.

Requests for Dispensations due to fuel crisis;

- Specific requests detailing the issue faced for dispensation should reach the Office of the CTTA on or before 1.00 p.m. latest on the catalogue closing date. **No requests are entertained by the CTTA after 1.00 p.m.**
- Irrespective of membership, all factories are required to get a specific recommendation from the relevant association.
- Full details of selling marks with Invoices under the factory registration number should accompany the request.
- Brokers should convince/educate, and encourage factories to dispatch their products to their respective warehouses well in advance.
- **After the cut-off time of the catalogues no requests are to be entertained by the associations.**

Requests for Dispensations due to specific issues;

- Specific issues covered – road accidents, natural disasters, road blocks due to social disturbances, and serious mechanical defects of transport vehicles. Photographs and Police Entry (For Accidents) are required as documentary evidence.
- Specific recommendation from the relevant association is required on the nature of the issue.
- All such requests should accompany full details of selling marks with Invoices under the factory registration number.
- Office of the CTTA will consider requests on a case-by-case basis.
- **All requests of this category should reach the Office of the CTTA on or before the cut-off time on the catalogue closing date.**