

Plantation 'A' Section

1.	Legislation/Amendment of the Act, 1953	Minister	US/DIR**/AS/ Secretary
2.	Rules and Regulations framed under this Act	Minister	US/DIR**/AS/ Secretary
3.	Establishment of Tea Board	Minister	SO/US/DIR**/ AS/Secretary
4.	Reconstitution of Tea Board	Minister	SO/US/DIR**/ AS/Secretary
5.	Parliament Questions/ Special References/ Cut Motions/ Assurances etc. of the Ministry	Minister	US/DIR**/AS/ Secretary
6.	Cabinet Notes	Minister	US/DIR**/AS/ Secretary
7.	VIP References	Minister	US/DIR**/AS
8.	Appointment of officers of the level of Dy. Secretary and above in the Tea Board	Minister	SO/US/DIR**/ AS/Secretary
9.	Notes for High Power Price Monitoring Board (PMB) & price related issues	Secretary	SO/US/DIR**/ AS
10.	Tea Export/Import Policy	Secretary	SO/US/DIR**/ AS
11.	Foreign Collaboration Agreement between Indian and foreign countries relating to Tea	Secretary	SO/US/DIR**/ AS
12.	Research & Development Schemes	Secretary	SO/US/DIR**/ AS
13.	Five Years Plans	Secretary	SO/US/DIR**/ AS
14.	Participation in India/ International Exhibitions/Fairs/ Seminars etc.	Secretary	SO/US/DIR**/ AS/ AS&FA
15.	Delegations sent abroad	Minister	SO/US/DIR**/AS/ AS&FA/Secretary
16.	Annual Report of Tea Board	AS	SO/US/DIR**
17.	Statistics regarding Imports and Exports of Tea	AS	SO/US/DIR**
20.	Budget Documents/ Annual Plans	AS	SO/US/DIR**
21.	Routine Administrative matters relating to Tea Board including Appeal Petitions/ Court Cases, Appointments, Creation of Posts etc.	AS	SO/US/DIR**
22.	Action Plan for Tea	AS	SO/US/DIR**
23.	Matter relating to Auction System in India/ Tea Prices	AS	SO/US/DIR**
24.	Action Taken Report on Audit observations	AS	SO/US/DIR**
25.	Comments on EOU/EPL/FIPB Proposals	AS	SO/US/DIR**
27.	Matter relating to tax revision (pre-budget, post-budget proposals)	Secretary	SO/US/DIR**/ AS