



Tea Board India

(Under Ministry of Commerce & Industry, Dept. of Commerce, Govt. of India)

14, B.T.M Sarani (Brabourne Road), Kolkata- 700 001

Website: www.teaboard.gov.in

e-mail: secretary.tbi-wb@gov.in

Phone No. +91 33 2237 1161

No. IT/Website Maintenance/2017 [Part-I]

Date: 14th December, 2022

CIRCULAR

In terms of Letter No. K-58013/68/2022-Plant (Coord) dt. 09.12.2022 issued by Deputy Secretary to the Govt. of India, Department of Commerce, Ministry of Commerce & Industry, Govt. of India forwarding therewith an OM No. I-34 (12)/2022-O&M dt. 1st December, 2022 issued by O&M Section, Department of Commerce, Ministry of Commerce & Industry, Govt. of India regarding "Updating websites of Ministries/ Departments/ Organisations of Government of India" and directed to update the websites on a regular basis and maintaining them up to the desired quality levels, on a continuous basis, establishing a suitable monitoring mechanism for the same for institutionalization of the process and to submit compliance report in this regard by 10.00 AM on every Monday to O&M Section, DoC for further compilation and submission to Commerce Secretary.

Accordingly, all concerned are hereby requested to send their input regarding updating the official website of Tea Board i.e., <https://www.teaboard.gov.in> on every Friday or the last working day of the week for further necessary action and onward submission of compliance report to the Ministry.


(Dr. Rishikesh Rai)
Secretary I/c

Distribution:

1.	All HODs/In-Charges of Tea Board Head Office (except Chairman/Dy. Chairman/Secretary)	For necessary action
2.	Executive Director, Tea Board, Guwahati	
3.	Executive Director, Tea Board, Coonoor	
4.	All Regional/ Sub-Regional Offices	
5.	Secretary to Dy. Chairman	For information
6.	P.A. to F.A. & C.A.O.	
7.	IT Cell	For uploading in Board's official website