



कोयल बोर्ड Coir Board

(सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार
Ministry of MS&ME, Govt. of India)

कोयल हाउस, एम.जी. रोड., कोची - 682016
Coir House, M.G. Road, Kochi - 682016
तार / Gram : COIR BOARD
दूरभाष / Ph : 0484-2351954, 2351807, 2351788
फैक्स / Fax : 0484-2370034, 2354397
ई-मेल / E-mail : coir@md2.vsnl.net.in
वेब / Web : www.coirboard.nic.in, www.coirboard.gov.in

CB/09 /ID/11/1

Dated:6.12.2010

C I R C U L A R

Sub:- Registration of machinery manufacturer with Coir Board

Please refer to the Circular No.CB/ID/08/11/8 dated 8.7.2009 regarding registration of machinery manufacturer with Coir Board. A Committee was constituted to examine the registration and renewal procedure in existence now. The Committee examined all aspects of registration and it has been decided that the present policy adopted by the Board for Registration/renewal of machinery manufacturers may be continued as it is with out any modification.

Regarding issue of Registration Certificate to the Registered manufacturer it has been decided that that the present system should be discontinued. The Regional Officer/Officer in charge of Regional Office and Sub Regional Office will conduct the joint inspection with ESO. While applying for registration, the machinery manufacturer have to remit an amount of Rs.50.00 along with the application form as application fee. After joint inspection, if the Regional Officer/ OIC of Regional/Sub Regional Office satisfy with infrastructure and other supporting documents, the machinery manufacturer may be asked to remit the Registration Fee of Rs.15,000/- by DD drawn in favour of the Secretary, Coir Board, payable at Ernakulam. On receipt of all documents and completing all registration formalities, the Regional Officer/OIC of Regional Office/SRO may prepare the Certificate of Registration with all relevant details and send to Head Office . Henceforth the Registration Certificate to the machinery manufacturer will be signed by the Secretary Coir Board or an officer nominated by him.

All Regional Officers/Officer-in-charges are instructed to strictly follow the instruction.

This issues with the approval of Chairman vide orders dated 6-12-2010


SECRETARY

To

All Regional Offices/Sub Regional Office, ESO, CMS,
The Director, CCRI, Kalavoor.