

ii. Period during which the applicant has engaged in producing PDDC in this mill
6. <ul style="list-style-type: none"> ➤ Distance from the Mill to Colombo ➤ Exact location of the Mill ➤ District & Electorate: ➤ Extent of the premises in which the Mill is situated :
7. Wet Section (if any) <ul style="list-style-type: none"> ➤ Length and breadth of the floor ➤ No. of hatcheting pens: ➤ No. of washing tanks, their dimensions and type of metal sheets used. ➤ Whether walls are paved with wall tiles (Please give details)
8. Particulars of methods of sterilization(if any) <ul style="list-style-type: none"> ➤ Capacity of the sterilizer tank ➤ Type of conveyer ➤ Whether thermostat is installed to regulate the operation of the conveyer:
9. Disintegrating Section (if any) <ul style="list-style-type: none"> ➤ No. of disintegrators and their types ➤ Type of flooring (Please state the nature of flooring) ➤ Whether walls are paved with walltiles (Please give details)
10. Particulars of other equipments used
11. State the different grades manufactured. (Yes or No)	Fine Medium Super fine Coarse Fancies Other Grades

12. Dimensions of the dry section: (if any)

Length : Breadth Height(Lowest).....

Type of flooring

Whether walls are paved with wall-tiles (Please give details).....

.....

13. Information regarding Desiccators, Driers and their Furnaces used for the manufacture of PDDC:

Desiccators

Type Single/Double	No.of Trays	Capacity for 10 hr. period	Method of Heating	Type of fuel	Quantity of fuel required for 10 hr. period
1.					
2.					
3.					
4.					
5.					

No. of Furnaces

Total No. of desiccators installed

Total No. of desiccators in use

Driers

Type	Capacity for 10 hr. period	Method of Heating	Type of Fuel used	Quantity of fuel required for 10 hr. period
1.				
2.				
3.				
4.				
5.				

No. of Furnaces

Total No. of Driers installed

Total No. of Driers in use

- 14.
- Dimensions of packing room
 - Whether there is a complete ceiling for the roof of the entire packing section

Length Breadth

.....

.....

15. Information regarding packing equipment

(1) (a) Sifter

Type Single /Double	Structure Wooden/Metal	Mesh Nos.	Quality of mesh (G.I. Stainless Steel, Brass)
1.			
2.			
3.			

(b) Whether Alnico type magnetic plates are installed at the outlet

16. How PDDC is packed(weight of bags/packets)																															
17. Storage room capacity for PDDC packages (Give Dimensions of area)																															
18. Whether mill premises is well protected to prevent entry of animals such as cattle, poultry, pigs etc.(Please give details)																															
19. Number of Hand Dip/ Hand Driers provided at the entrances.	<table> <thead> <tr> <th><u>Hand Dip</u></th> <th><u>Hand Drier</u></th> </tr> </thead> <tbody> <tr> <td>Wet Section.....</td> <td>.....</td> </tr> <tr> <td>Dry Section</td> <td>.....</td> </tr> <tr> <td>Packing Section...</td> <td>.....</td> </tr> </tbody> </table>	<u>Hand Dip</u>	<u>Hand Drier</u>	Wet Section.....	Dry Section	Packing Section...																						
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20. ➤ How machinery is driven in the mill (main current/Engine/Generator) ➤ Whether stand-by generator has been installed:(State capacity)	<p>.....</p> <p>.....</p>																														
21. No of Employees	<table> <thead> <tr> <th></th> <th>Males</th> <th>Female</th> </tr> </thead> <tbody> <tr> <td>➤ Hatcheting</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>➤ Paring</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>➤ Washing and others in the wet section</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>➤ Disintegrating</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>➤ Desiccating</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>➤ Packing Section</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>➤ Supervisors</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>➤ Clerks, Drivers etc.,</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>➤ Labourers (others)</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>		Males	Female	➤ Hatcheting	➤ Paring	➤ Washing and others in the wet section	➤ Disintegrating	➤ Desiccating	➤ Packing Section	➤ Supervisors	➤ Clerks, Drivers etc.,	➤ Labourers (others)
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22. Whether Quality Control Laboratory facilities are available and being used regularly	
23. Date of last medical examination of employees	
24. If a system for Waste Water Treatment is being used in your factory (a) Is your factory has obtained Environmental Protection License ? (b) Protection License No. (c) Date of issue (d) Period of validity (e) Present status of the project works.	

Declaration by Applicant

“I/We hereby declare that the particulars furnished in this application are true and accurate and undertake to notify any change in the above particulars within seven days of such change.

Date

.....
Signature of Applicant

I hereby certify that the particulars stated in item 1 to 24 above have been checked by me and found to be true and correct.

Date:.....

Name of Inspectors:.....

Signature:.....

Note: This application form duly filled, signed by the Applicant and counter signed by the Authority’s Area Inspector, must be forwarded to the following address, together with the registration fee of Rs.500/= + 3% NBT + 12% VAT Cheque postal order or money order, payable to the Chairman, Coconut Development Authority.

Director/Processing Development,
Processing Development Division,
Coconut Development Authority,
54, Nawala Road,
Colombo 05.

For office use only

Registration Fee:.....

Receipt No:.....

Signature of Cashier:.....

Date:.....

COCONUT DEVELOPMENT AUTHORITY

Registered Post

Processing Development Division
54, Nawala Road,
Colombo 05.
.....

CIRCULAR TO ALL PDDC MILLERS

Circular No : CDA/PDDC/M/2008/03
.....
.....
.....
.....

Dear Sir,

**REGISTRATION AS A PARTIALLY DEFATTED DESICCATED COCONUT
MILLER/PROCESSOR FOR THE YEAR 2010**

Persons who desire to obtain registration as PDDC millers/processors with this Authority for the year 2010 in terms of Coconut Development Regulation No. 01 of 1972 made under the Coconut Development Act. No. 46 of 1971 are required to forward the attached Application Form duly filled to reach this office on or before 15th January 2010 with a remittance of Rs. 500/= + 3% NBT + 12% VAT being Registration Fees.

Care should be taken to ensure that the application form is accurately filled and correctly signed by the Applicant or a person authorised by him, on the Company's Stamp. It should be submitted to the Area Inspector who will check and certify to the accuracy of its contents prior to forwarding to this office on or before the due date.

Please note that late Applications will be entertained only on the payment of a surcharge of 10% of the annual Registration Fee for every month's delay.

Yours faithfully,

Director (Processing Development)
Processing Development Division
Coconut Development Authority.

Please Note: All cheques, money orders accompanying application for registration should be drawn in favour of " The Chairman, Coconut Development Authority".