



Inspection Unit
Processing Development Division
Coconut Development Authority

Registration application
Document No :CDA/PD/INS/REC-037-A

Issue No : 01
Issue date : 27/09/2019

Revision No : 00
Revision Date : 00/00/0000

Coconut Development Authority - Processing Development Division
(Established under the Coconut Development Act No. 46 of 1971)

Application form for registration as a Activated Carbon / Coconut Shell / Fibre Related Value Added Products
Manufacturer/Processor under the Coconut Development Gazette Notification No.69/3-1979/12/31,
No.15009/01-1972/05/05 In terms of Coconut Development Act.46 of 1971

YEAR 2020

<p>The date of commencement of the business:</p> <p>Business Registration Number (BRC)</p> <p>Environment Protection License Number (EPL)</p> <p>Official E Mail for formal correspondence:..... GPS Location:</p> <p>1. Nature of the business (Indicate ✓ in front of the relevant cage)</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:80%;">1.1 Limited Liability Co.</td> <td style="width:20%;"></td> </tr> <tr> <td>1.2 Partnership Co.</td> <td></td> </tr> <tr> <td>1.3 Sole Proprietor</td> <td></td> </tr> <tr> <td>1.4 Co-operative Society</td> <td></td> </tr> </table> <p>2. Owner / Partners – Directors Name & National Identity Card (NIC) Number</p> <p>2.1 Name NIC Number</p> <p>2.2 Name NIC Number</p> <p>2.3 Name NIC Number</p> <p>3. Business Name – Name of the Organization (See Note 01)</p> <p>.....</p> <p>3.1. Address:.....</p> <p>3.2. Telephone Number:.....</p> <p>3.3 Contact Person & Designation:.....</p> <p>3.4 Contact Numbers:.....</p> <p>4.1. Is the Applicant, Owner of the mill, Lessee of Mortgagee? Owner / Lessee / Mortgagee</p> <p>4.2. If the mill is leased or Mortgaged state effective period FromTo</p> <p>4.3. If the mill is leased or mortgagee, give full name and address of Mill Owner</p>	1.1 Limited Liability Co.		1.2 Partnership Co.		1.3 Sole Proprietor		1.4 Co-operative Society		<p>5.1 Products manufactured by the company (Indicate ✓ in front cage respective to the product type)</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:80%;">1.AC - Activated Carbon</td> <td style="width:20%;"></td> </tr> <tr> <td>2. SC – Shell Charcoal</td> <td></td> </tr> <tr> <td>3. SCB – Shell Charcoal Briquettes</td> <td></td> </tr> <tr> <td>4. Spp – Shell Pieces & Powder</td> <td></td> </tr> <tr> <td>5. SP –Shell Related Ornamental Products</td> <td></td> </tr> <tr> <td>6.FP-Fibre Related Finished Products</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">i.Thawashi Brushes</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">ii.Rubberized Coir Pads</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">iii. Coir Mats</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">iv.Coir Twine</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">V. Moulded Coir Products</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">vi.Coir Gio Textile</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">vii. Ekel & Brooms</td> <td></td> </tr> <tr> <td>7. IFP – Intermediate Fibre Processor / Fibre Baling</td> <td></td> </tr> <tr> <td>8. IFP – Intermediate Fibre Processor - Cut Fibre/ Dying/Trimming</td> <td></td> </tr> <tr> <td>Other (Please Specify)</td> <td></td> </tr> </table> <p>Note: If you register as a Processor only, it is compulsory to attach a list of the names of relevant manufacturing companies, the addresses, the registration number given by the authority and the quantity obtained .</p> <p>5.2 Is this a request for a new registration: Yes/ No</p> <p>If not, state the last registered year:.....</p> <p>The year of commencement of coconut related products manufacturing :</p> <p>CDA Manufacture Registration Number 2019 CDA/PD/Cn_</p> <hr/> <p>6.1 Exact location of the Mill/ address</p> <p>6.2. District & Divisional Secretariat</p> <p>Dis Divi. Sec</p>	1.AC - Activated Carbon		2. SC – Shell Charcoal		3. SCB – Shell Charcoal Briquettes		4. Spp – Shell Pieces & Powder		5. SP –Shell Related Ornamental Products		6.FP-Fibre Related Finished Products		i.Thawashi Brushes		ii.Rubberized Coir Pads		iii. Coir Mats		iv.Coir Twine		V. Moulded Coir Products		vi.Coir Gio Textile		vii. Ekel & Brooms		7. IFP – Intermediate Fibre Processor / Fibre Baling		8. IFP – Intermediate Fibre Processor - Cut Fibre/ Dying/Trimming		Other (Please Specify)	
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<p>7.1 were the details of machinery submitted in an annexure:</p> <p>7.2 State how the machines are driven in the mill(Main current/ Generator/ etc:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Type of Machine</th> <th style="width: 15%;">Horse Power</th> <th style="width: 15%;">Cap / day</th> <th style="width: 15%;">Quantity</th> </tr> </thead> <tbody> <tr><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> </tbody> </table>	Type of Machine	Horse Power	Cap / day	Quantity	<p>8.5 The Maximum Production Capacity per year? (State the type of Production)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Daily production capacity(Mt.)</th> <th style="width: 50%;">Maximum annual production capacity(Mt.)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Daily production capacity(Mt.)	Maximum annual production capacity(Mt.)				
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<p>8.1 Number of hrs work (routine)/day :-</p> <p>8.2 Number of Employees at present: Temporary Permanent</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Product type</th> <th style="width: 30%;">primary raw material used</th> <th style="width: 40%;">Amount of raw material need/day (Mt.)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> <p>8.3 Type of primary raw material utility for processing:-</p> <p>8.4 Amount of primary raw material necessary for the routine production Kg /M.t. / ect</p>	Product type	primary raw material used	Amount of raw material need/day (Mt.)							<p>9.1 Any Chemicals are used in the Production?</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Yes</td> <td style="width: 25%;"></td> <td style="width: 25%;">No</td> <td style="width: 25%;"></td> </tr> </table> <p>9.2 If yes, name of the chemicals used:</p> <p>9.3 If yes, state at which Process Step of Production the Chemical is used.</p>	Yes		No														
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<p>10.1 Any other coconut related industries under the same business name</p> <p>10.2 If such Industry is registered at CDA,state the Registration No ,and the last registered year.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Products</th> <th style="width: 20%;">Reg. Number</th> <th style="width: 40%;">Last Reg.year</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Products	Reg. Number	Last Reg.year																								
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Note. 01. - In the Case of Limited Liability Co./ Partnership and other Units requires to be registered under the Business name Ordinance. The registered name as given in the B.R.C. Should be Indicated in Cage 3. Please note that cheque will be issued only the **Business Name**.

Note 02. - Name of Directors/Partners declared in Cage 2, should be the same as those in the **Business Registration Certificate**.

Note 03 - Duty filled Application should be posted cover to Director, processing Development Division, Coconut Development Authority No.11,Duke Street, Colombo 01. Together with a true Copies of Business Registration, Deed of the land where the Mill is situated, Environment Protection License, Full Insurance coverage for natural disasters, relevant system Certification and the Deposit Slip if the payment made to Bank of Ceylon.

**** All Cheques should be written to Chairman, Coconut Development Authority**

Declaration by Applicant

"I/We hereby declare that the particulars furnished in this application are true and accurate and undertakes to notify any change in the above particulars within seven days of such change. The Registration Fees of Rs..... of Cheques ** No. is deposited to The coconut Development Authority Account at Bank of Ceylon ,Nugegoda Branch A/C No. 228042 and enclosed the Deposit Slip here with.

I/We hereby certify the particulars stated in item 1 to 10 above are true and correct.

Date

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Signature of Applicant
Company Seal

Prepared By : Quality Manager	Authorized BY:  (Director - PD)	Verified By: 	Page 2/2
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