



trustea Sustainable Tea Foundation
10th Council Meeting- 4 Dec, 2023
Agenda and Minutes

Agenda
<ul style="list-style-type: none"> • Welcome address • Anti-trust statement • Council membership update • Opening remarks & approval of previous minutes • AOB • Executive summary
Program Updates:
System Assurance
Regenerative Agriculture roll out plans
IT Update (new tool & plans for revised code)
Communication update
Closing remarks

Chaired by: Jagjeet Singh Kandal - IDH

Attendees:

Constitution	Member organisation	Representative
Tea Buyers and Packers	HUL	Daleram Gulia
		Mandeep Singh Tuli
	TCPL	Puneet Das
	GTPP	Rajiv Bhargava
Tea Producers and Manufacturers	ABLTMA	Gautam Beria
	ITA	Arijit Raha
Civil Society /Non-Governmental/ Multilateral Organizations	ETP	Ranjana Das
	UN Women	Manoj Kumar Das
Research / Academia	TRA	Joydeep Phukan
<i>Ex-officio</i> member	tSTF	Rajesh Bhuyan
Small Tea Grower representative	CISTA	Bijoy Gopal Chakraborty

Special Invitee	Member organisation	Representative
1		Santhosh Jayaram
2	WASF	Manisha Majumdar

<i>trustea</i> Sustainable Tea Foundation	
<i>trustea</i>	Anandita Ray Mukherjee
	Dipanjan Sarkar
	Debasish Dutta
	AB Siva Kumar
	Muktajyoti Barua
	Avimanyu Kundu
	Dr. Antara Bera
	Benedict Gomes

Leave of absence

Constitution	Member organisation	Representative
Research / Academia	UPASI	Sanjith R. Nair

Draft Minutes

Agenda item 1:

- **Anti-trust statement:** Jagjeet welcomed the participants and stated the Anti-trust statement.
- **Council membership update:** Mr. Rajiv Bhargava from GTPP introduced as new council member
- **Approval of previous minutes:** 9th council meeting minutes approved.

Agenda item 2:

- **Executive Summary:**
 - I. Rajesh walked the council through the key highlights of the respective functions of *trustea* for the year 2023.
 - II. AOP for 2024 was presented & approved.
 - III. Annual Budget for 2024 was presented & approved.

Sl. No.	Action Required	Action By	Timeline
1	Regional production vs <i>trustea</i> verified vol to be segregated viz Estate & BLF in %	<i>trustea</i>	Jan 24
2	Small group discussion for: <ul style="list-style-type: none"> • STG FPO certification • Polygon mapping & no deforestation certification • Carbon mapping protocol • Marketing collaboration opportunities • Annual surveillance audit 	<i>trustea</i>	Q1,24

Agenda item 3:

- I. **System assurance & action plans:** Anandita shared detailed update on system assurance, ISEAL & MEL.

Sl. No.	Action Required	Action By	Timeline
1	Include surveillance audit as a requirement in system assurance protocol as part of transition to Ver 3 certification	Anandita	After discussion
2	Change transition plan for decertified unit by stating that unit can voluntarily opt for Ver 3 during reapplication post sanctioned decertification period	Anandita	Jan 24
3	Surveillance audit cost report to be rolled out considering entity size for approval. trustea to sensitise other stakeholders prior to rollout	Anandita	Q1

Agenda item 4:

- **Regenerative Agriculture roll out plans:** Dr Antara shared detailed Regenerative Agriculture roll out plans for certified entities. Synchronise with the roll-out plan for Ver 3.0.

Agenda item 5:

- **IT Update (new tool & plans for revised code):** Debasish shared an update on IT & tech, tracetea, enabling code Ver 3.0 in TCMS, new E-learning framework & STG/LTG enumeration.

Sl. No.	Action Required	Action By	Timeline
1	STG & garden GIS mapping for deforestation analysis based on FSI satellite image along with privacy laws & process	Debasish	Q1
2	Updating E-learning module as per Ver 3	Debasish	Q1

Agenda item 6:

- **Communication update:** Dipanjan provided an update on the various brand initiatives, seal on pack comms & future comms plan.

Date of next Council Meeting: The next Council Meeting is proposed to be conducted in June 2024

Circulated on 29.12.2023

Doc ID – tSTF 10 CMM/Dec 2023