

**COCOA AND COFFEE INDUSTRY ACT**

**CHAPTER 64:20**

**Act**

**20 of 1961**

Amended by

9 of 1964

35 of 1966

24 of 1968

9 of 1969

20 of 1971

\*45 of 1979

46 of 1979

†31 of 1980

5 of 1988

\*Amends this Act directly as well as by amending Act No. 9 of 1969

† See Note on Validation at page 2

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**Note on Validation**

The Act of this Chapter was re-enacted with retrospective effect and all acts done under it validated by Act No. 31 of 1980.

**Note on Staff Provisions  
(page 10)**

Under section 3(2) of the Statutory Authorities Act (Chapter 24:01), the Cocoa and Coffee Industry Board has been declared a statutory authority subject to the provisions of that Act (*see* Chapter 24:01—Subsidiary Legislation). So long as this declaration remains in force, the provisions of this Act relating to staff must be read and construed accordingly.

**Note on Adaptation**

Under paragraph 6 of the Second Schedule to the Law Revision Act (Ch. 3:03) the Commission amended certain references to public officers in this Chapter. The Minister’s approval of the amendments was signified by LN 52/1980, but no marginal reference is made to this Notice where any such amendment is made in the text.

**CHAPTER 64:20**

**COCOA AND COFFEE INDUSTRY ACT**

ARRANGEMENT OF SECTIONS

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**CHAPTER 64:20**

**COCOA AND COFFEE INDUSTRY ACT**

**An Act to establish a Cocoa and Coffee Industry Board to regulate and control the purchase and sale of cocoa and coffee, and for matters incidental thereto.** 20 of 1961.

[5<sup>TH</sup> NOVEMBER 1962]

\*Commencement.  
28/1962.  
31 of 1980.  
(post  
Independence).

**1.** This Act may be cited as the Cocoa and Coffee Industry Act. Short title.  
[35 of 1966].

**2.** In this Act—

Interpretation.  
[35 of 1966  
24 of 1968  
5 of 1988].

“Board” means the Cocoa and Coffee Industry Board established under section 3;

“buying agent” means a person licensed by the Board under section 4(2)(d) to purchase cocoa or coffee or both cocoa and coffee on behalf of the Board;

“Chairman” means the Chairman of the Board;

“cocoa” means fermented and dried fruit of the *theobroma cacao* and its allied species;

“coffee” means the seed, berries and beans of *Coffea arabica* L., *Coffea liberica* Hiern., or *Coffea robusta* chev., or any other cultivated variety of the species coffee;

“Co-operative Society” means any society registered or deemed to be registered under the Co-operative Societies Act; Ch. 81:03.

“crop year” means the period from 1st October in any year to 30th September next following, both dates inclusive;

“export” means to take or cause to be taken out of Trinidad and Tobago;

“licensed exporter” means a person licensed by the Board under section 4(2)(c) to export cocoa or coffee or both cocoa and coffee;

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\*See Act No. 31 of 1980.

“member” means a member of the Board;

“Minister” means the member of Cabinet to whom responsibility for Food Production is assigned;

“producer” means a person who grows in Trinidad and Tobago cocoa or coffee for sale;

“purchase” includes exchange or barter and any agreement or contract to purchase;

“registered producer” means a producer registered by the Board pursuant to the regulations;

“Regulations” means Regulations made under section 9;

“sale” includes exchange or barter and any agreement or contract to sell;

“uncured cocoa” means cocoa that has not at any time been fermented and dried.

Establishment  
and constitution  
of Board.  
[35 of 1966  
24 of 1968  
9 of 1969  
20 of 1971  
46 of 1979].

**3.** (1) There shall be established a Board to be known as the Cocoa and Coffee Industry Board, the members of which shall be appointed by the Minister.

(2) The Board shall consist of not less than seven and not more than nine members who shall be appointed by the Minister. Of the members, three shall be producers or exporters of cocoa or coffee and another shall have experience in matters relating to commerce.

(3) A member of the Board shall hold office for such period not exceeding two years as the Minister may determine but shall be eligible for reappointment.

(4) A member of the Board may resign his office by instrument in writing addressed to the Chairman who shall cause it to be forwarded to the Minister and such resignation shall take effect on the date of the receipt of such instrument by the Minister.

(5) The Minister may, on application of a member of the Board, grant such member leave of absence for any period not exceeding six months.

(6) The appointment, resignation, revocation of appointment or death of any member of the Board shall be notified in the *Gazette*.

4. (1) The Board shall secure the most favourable arrangements for the purchase, sale, handling, grading, exportation and marketing of cocoa and coffee for the benefit of the cocoa and coffee industry.

Functions of Board.  
[35 of 1966  
20 of 1971].

(2) In particular, and without prejudice to the generality of subsection (1), the Board may—

- (a) grant permits, either generally or specially, to the Cocoa Planters' Association of Trinidad Limited to export cocoa or coffee grown on lands owned or occupied by producers who are members of the Association;
- (b) grant permits, either generally or specially, to any co-operative society to export, in accordance with co-operative principles, cocoa or coffee grown on lands owned or occupied by producers who are members of the society;
- (c) grant, subject to such terms and conditions as the Board may deem fit, to any producer who applies to the Board on or before 31st July in any crop year, a permit to export during the next succeeding crop year by himself or through an agent approved by the Board, cocoa or coffee that is the produce of lands owned or occupied by the producer;
- (d) grant, in respect of each crop year, to such persons as the Board may think fit, licences to purchase cocoa or coffee on behalf of the Board, and may require such persons, to transfer cocoa or coffee purchased by them to licensed exporters within such time as the Board may prescribe and in such manner and at such prices as the Board may direct;
- (e) grant, in respect of each crop year, to such persons as the Board may think fit, licences to export cocoa or coffee;

- (f) allocate quotas of cocoa or coffee that may be exported during any period by licensed exporters;
- (g) fix the prices at which cocoa or coffee or any grade of cocoa or coffee may be sold locally or in foreign markets;
- (h) do all matters necessary for and in connection with the preparation, grading and inspection of cocoa or coffee;
- (i) grant in each crop year, subject to such terms and conditions as the Board may think fit, licences to hull coffee to owners of hulling machines;
- (j) grant permits with or without conditions to any person engaged in or desirous of engaging in the manufacture of cocoa or coffee products to purchase from a licensed exporter cocoa or coffee for use in such manufacture.

Cocoa to be exported must be of quality prescribed.

(3) A permit or a licence to export cocoa or coffee granted by the Board under this section does not authorise the exportation of cocoa or coffee that does not meet a standard of quality prescribed by the Board for export.

Incorporation of Board.

**5.** (1) The Board is a body corporate having perpetual succession with power to purchase, lease or otherwise acquire, hold and dispose of land and other property of whatever kind.

(2) The Board shall have a common seal which shall be kept in the custody of the chairman or the secretary of the Board and may be affixed to instruments pursuant to resolutions of the Board and in the presence of the chairman, one other member and the secretary.

(3) The seal of the Board shall be authenticated by signature of the chairman and the secretary of the Board, and shall be officially and judicially noticed.

(4) All documents, other than those required by law to be under seal, made by, and all decisions of, the Board, may be signified under the hand of the chairman or the secretary of the Board.

(5) The Board may sue and be sued in its corporate name and may for all purposes be described by such name; and service upon the Board of any notice, order or other document shall be executed by delivering it to, or by sending it by registered post addressed to the secretary of the Board at the office of the Board.

(6) The Board shall at all times have an office in a locality approved by the Minister, and shall state the full address of such office on every document issued by it.

(7) In the exercise of its powers and the performance of its duties under this Act the Board shall conform with any general or special directions of the Minister.

**6.** (1) The Board shall meet at such times as may be necessary or expedient for the transaction of business, and such meetings shall be held at such place and at such time and on such days as the Board may determine.

Procedure and meetings of the Board.  
[9 of 1969  
20 of 1971  
\*45 of 1979].

(2) The Chairman may at any time call a special meeting of the Board and he shall call a special meeting within seven days of a requisition for that purpose addressed to him by any three members.

(3) Where the Board consists of five members, three members shall constitute a quorum and where the Board consists of more than five members, four members shall constitute a quorum.

(4) The General Manager shall, unless the Minister otherwise directs, attend all meetings of the Board but he shall not have any right to vote.

(5) The Board may co-opt any one or more persons to attend any particular meeting of the Board for the purpose of assisting or advising the Board, but no such co-opted person shall have any right to vote.

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\*Amends this section by amending Act No. 9 of 1969.

(6) Where any person is co-opted by the Board under subsection (5) the Board may, with the approval of the Minister, by resolution declare the remuneration and allowances of such persons and such sums shall properly be payable out of the funds and resources of the Board.

(7) Minutes in proper form of all meetings shall be kept by the secretary and shall be confirmed by the chairman at a subsequent meeting so soon thereafter as may be practicable.

(8) Subject to this section the Board may regulate its own procedure.

Power to  
appoint  
Executive  
Committee.

**7.** (1) Subject to this Act, the Board may appoint a committee to be called the Executive Committee, and may delegate to the committee power and authority to carry out on their behalf such duties as the Board may determine.

(2) The committee appointed under this section shall consist of the manager, the secretary, and not less than two producers, and not more than two persons representing the interests of licensed exporters.

Appointment of  
officers and  
servants.  
[35 of 1966  
45 of 1979].  
Ch. 24:01.

**\*8.** (1) Subject to this Act and the Statutory Authorities Act, the Board may, with the approval of the Minister, employ at such remuneration and on such terms and conditions as it thinks fit, a manager (who shall be the chief executive officer and responsible for carrying out the decisions of the Board), a secretary and such other officers and servants as it deems necessary for the proper carrying out of the provisions of this Act.

(2) No post shall be created that will carry a salary in excess of four thousand eight hundred dollars a year unless it is created with the prior approval of the Minister.

(3) With the approval of, and subject to such terms and conditions as may be imposed by, the Minister of Finance, the Board may provide for the establishment and maintenance of a pensions scheme or a provident fund scheme for the benefit of the

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\*See Note on Staff Provisions on page 2.

officers and servants of the Board, and in any such scheme different provisions may be made for different classes of officers or servants.

**9.** (1) The Board may, with the approval of the Minister, make Regulations—

Power to make  
Regulations.  
[35 of 1966].

- (a) providing for the registration of—
  - (i) all producers or any particular class of producers;
  - (ii) all marks used in connection with the exportation of cocoa or coffee;
- (b) providing for the keeping of any register pursuant to the provisions of paragraph (a) and the form of any such register and the procedure to be followed in relation to the registration of any person or mark required to be registered pursuant to the Regulations and the fees to be paid in respect of such registration;
- (c) prescribing the forms of licences and permits to be granted under this Act and the fees that may be charged for such licences or permits;
- (d) prescribing the grades and types of cocoa and coffee;
- (e) prescribing the prices at which cocoa and coffee may be purchased or sold, and different prices may be imposed in respect of different grades of cocoa and coffee;
- (f) prescribing the records (including records required to be kept by the International Coffee Council) to be kept by licensed exporters, buying agents or by any person who is required to be registered pursuant to the Regulations;
- (g) prescribing the returns to be made by licensed exporters, and buying agents or by any person who is required to be registered pursuant to the Regulations; and the time at which and the form in which any such returns are to be made and the particulars to be contained in such returns;

- (h) providing for the entry at all reasonable times during the hours of daylight by persons appointed by the Board upon land on which cocoa or coffee is grown or upon premises used for the hulling of coffee or for the storage, purchase, sale or export of cocoa or coffee and for the examination of any cocoa or coffee found on such premises and for the inspection of any records required to be kept pursuant to the Regulations;
- (i) prescribing, subject to section 29, the commission to be paid to licensed exporters, and buying agents for their services and the allowances that may be deducted from the sale of cocoa or coffee by licensed exporters for meeting their expenses;
- (j) prescribing the rates to be paid to licensed owners of hulling machines for their services;
- (k) prescribing anything that is required or authorised by this Act to be prescribed;
- (l) generally for the exercise of its powers and duties under this Act.

(2) Regulations made under this section may prescribe for any contravention thereof a penalty of one thousand five hundred dollars on summary conviction.

(3) Regulations made under this section shall be subject to negative resolution of Parliament.

Protection of  
the Board.

**10.** No act done or proceedings taken under this Act shall be questioned on the ground—

- (a) of the existence of any vacancy in the membership of, or any defect in the constitution of, the Board; or
- (b) of any omission, defect or irregularity not affecting the merits of the case.

Protection of  
members.

**11.** No personal liability attaches to any member in respect of any thing done or suffered in good faith under the provisions of

this Act, and any sums of money or damages recovered against any such member in respect of any act or thing done *bona fide* for the purpose of carrying this Act into effect shall be paid out of the funds and assets of the Board.

**12.** The Board shall pay to the members, other than the official member, such remuneration and allowances, if any, as the Minister may determine.

Remuneration of members.

**13.** On the coming into force of this Act any balance from the net proceeds from the sale of cocoa and coffee held by the Comptroller of Accounts under the Exportation of Cocoa Ordinance (now repealed) shall, after payment of all expenses incurred by the Comptroller of Accounts and all dividends declared under the said Act, be vested in and transferred to the Board.

Transfer to Board of funds held by Comptroller of Accounts. [35 of 1966]. Ch. 23 No. 21. (1951-53 Ed.).

**14.** The funds and assets of the Board shall consist of—

Funds and assets of the Board. [35 of 1966].

- (a) all sums received by the Board from the sale of cocoa or coffee exported by licensed exporters under this Act;
- (b) all sums collected under the authority of any Regulations made under this Act;
- (c) such sums as may be advanced by the Treasury under the provisions of section 40 of the Exchequer and Audit Act;
- (d) all other sums or property that in any manner become payable to or vested in the Board in respect of any matter incidental to its powers and duties.

Ch. 69:01.

**15.** The funds and assets of the Board shall be applied to the remuneration of the members, officers and servants of the Board, and to the discharge of all liabilities incurred by the Board in the exercise of its powers or in the performance of its duties and functions.

Application of funds of the Board.

**16.** (1) At the end of each crop year, the Board shall, out of its funds, pay such dividends as may be declared in accordance

Payment of dividends. [9 of 1964 35 of 1966].

with the provisions of subsection (3) in respect of such crop year to producers other than producers who were at any time during such crop year—

- (a) members of the Cocoa Planters' Association of Trinidad Limited, or of any co-operative society that during such crop year held a permit granted under section 4(2)(b);
- (b) holders of permits granted under section 4(2)(b).

(2) Producers to whom subsection (1) applies and who have sold cocoa or coffee to buying agents during the crop year to which the dividend relates shall submit their claims for the payment of the dividends to the Board in such returns as may be prescribed, on or before a date to be fixed by the Minister; and unless the Minister otherwise directs, no dividend shall be paid to any producer who fails to submit his claim therefor on or before the date so fixed.

(3) Notwithstanding subsections (1) and (2), if any claims for the payment of the dividend declared in respect of each of the two crop years ending 30th September 1963 are submitted after the date fixed for the submission of the same, the Minister may direct the Board to pay in respect of those claims such portion only of the dividend declared as he may think fit, if he is satisfied, or the Board represents to him that a lower dividend would have been declared if those claims had been submitted on or before the date fixed in that behalf.

(4) The Board shall, with the approval of the Minister, declare the rate per pound of the dividend to be paid to producers under this section in respect of each grade of cocoa or coffee sold by them to buying agents during the crop year to which the dividend relates.

Reserves.

**17.** Before declaring any dividend, the Board may with the approval of the Minister set aside out of its funds such sums as it thinks proper as a reserve or reserves, which shall, with the approval of the Minister, be used for declaring dividends or for any other purpose to which the funds of the Board may be applied.

**18.** (1) Subject to the Exchequer and Audit Act, the Board shall keep accounts of its transactions to the satisfaction of the Minister.

Financial  
Accounts.  
Ch. 69:01.

(2) The members, officers and servants of the Board shall grant to the auditor appointed under this section to audit the accounts of the Board access to all books, documents, cash and securities of the Board and shall give to him on request all such information as may be within their knowledge in relation to the operation of the Board.

**19.** The Board shall not later than six months after the end of each crop year submit to the Minister a report containing an account of their transactions throughout the preceding crop year in such detail as the Minister may direct together with such other reports as may be required by the Minister under section 45 of the Exchequer and Audit Act.

Annual Report.

Ch. 69:01.

**20.** No licence shall be granted to a person under paragraph (e) of subsection (2) of section 4 unless that person has first entered into an agreement with the Board to purchase and sell cocoa or coffee in accordance with the provisions of this Act and in accordance with such terms and conditions as the Board may prescribe with respect to such licences.

Conditions and  
terms of licence.  
[35 of 1966].

**21.** (1) The Board may in its discretion suspend or cancel a permit or licence if the holder of the permit or licence contravenes or fails to comply with any terms or conditions subject to which the permit or licence was granted.

Board may  
suspend or  
cancel permit  
or licence.

(2) A person aggrieved by the suspension or cancellation of his permit or licence may appeal to the President and the decision of the President on such appeal is final.

Right of appeal.

**22.** (1) It is a condition of every permit or licence granted under section 4(2)(a), (b), (c) and (e) that no cocoa or coffee is to be exported that does not meet a standard of quality prescribed by the Board for export.

Conditions  
implied in  
permit or  
licence.  
[35 of 1966].

(2) It is a condition of every licence granted under section 4(2)(c) that the licensed exporter shall pay over to the Board the net proceeds from the sale of cocoa or coffee exported in pursuance of such licence, other than cocoa or coffee exported as agent of any producer, within ten days of the exportation thereof.

(3) For the purposes of subsection (2), “net proceeds” means the gross proceeds of sale diminished by—

- (a) such allowances and commissions as may be prescribed in respect of such sale; and
- (b) brokerage charges, foreign agents’ commissions, ocean freight, marine and fire insurance premiums.

Association and co-operative society to supply names and addresses of members.

**23.** If a permit is granted to the Cocoa Planters’ Association of Trinidad Limited and to any co-operative society under section 4(2)(a) or (b), the Association and any co-operative society shall keep the Board supplied with the names and addresses of their respective members.

Restrictions on purchase and export of cocoa. [20 of 1971 35 of 1966].

**24.** (1) Except as provided in this Act—

- (a) no person other than the Board or a registered producer shall sell cocoa or coffee locally and no producer shall sell cocoa or coffee, except cocoa or coffee that is the produce of lands owned or occupied by him;
- (b) no person shall purchase cocoa or coffee from a producer except the Board or a buying agent;
- (c) no person engaged in or desirous of engaging in the manufacture of cocoa or coffee products shall purchase cocoa or coffee, unless such person has been granted a permit by the Board under section 4(2)(j);
- (d) no person shall export cocoa or coffee except—
  - (i) the Board, if authorised in writing by the Minister; or
  - (ii) a licensed exporter, or a person who holds a valid permit issued under section 4(2),

and cocoa or coffee sold to a manufacturer of cocoa products shall be deemed to be exported;

(e) no person shall purchase or sell cocoa or coffee locally except at prices fixed by the Board and published in the *Gazette*;

(f) no person except with the permission of the Board shall buy or sell wet or uncured cocoa or coffee.

(2) Any person who contravenes any provision of subsection (1) is liable on summary conviction to a fine of eight thousand dollars and to imprisonment for two years.

(3) Where an offence against this section is committed by a body corporate and the offence is proved to have been committed with the consent or approval of any director, manager, secretary or other officer of such body corporate, he, as well as the body corporate, shall be deemed to be guilty of the offence and he is liable to be proceeded against and punished accordingly.

**25.** (1) Any producer who sells or offers for sale to the Board or a buying agent, and any buying agent who purchases or delivers or takes delivery of cocoa or coffee—

Restriction as to dealing. [35 of 1966 20 of 1971].

(a) on any Sunday, Christmas Day, Good Friday or Corpus Christi Day; or

(b) at any place other than the premises of a buying agent; or

(c) at any time except between the hours of six o'clock in the forenoon and six o'clock in the afternoon of any day,

shall, subject to the provisions hereinafter appearing, be liable on summary conviction to a fine of one thousand five hundred dollars.

(2) Nothing contained in this section shall be construed to prevent a buying agent or the Board from purchasing cocoa or coffee—

(a) from the producer and upon the lands on which the cocoa or coffee has been actually grown; or

(b) at a steamer's depot.

(3) Nothing in this section contained shall be construed to prevent the Board or a licensed exporter or a person who holds a valid permit under section 4(2) from shipping cocoa or coffee directly from the lands on which the cocoa or coffee has been actually grown.

Exemption.  
[35 of 1966].

**26.** (1) This Act does not apply to the sale of cocoa or coffee by a producer to any person *bona fide* for domestic use by such person.

(2) If cocoa or coffee is purchased from a producer by any person in excess of a quantity of ten pounds, it shall be presumed that the cocoa or coffee was not purchased for domestic use by that person, unless the contrary is proved.

Penalty for false  
information.  
[35 of 1966].

**27.** A producer who, when offering cocoa or coffee for sale to the Board or a buying agent, refuses to answer or makes any false answer to any question put to him by the Board or buying agent for the purpose of complying with the provisions of this Act is liable on summary conviction to a fine of seven hundred and fifty dollars.

Other offences.

**28.** (1) Any person who—

- (a) falsely holds himself out or represents himself as a buying agent or a licensed exporter;
- (b) falsely claims to be a producer entitled to the payment of a dividend under section 16; or
- (c) contravenes or fails to comply with any terms or conditions of a permit or licence granted under this Act,

is liable on summary conviction to a fine of three thousand dollars and to imprisonment for six months.

(2) The conviction of a person charged with an offence under subsection (1)(c) does not affect the power of the Board under section 21 to suspend or cancel the permit or licence of the person convicted.

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**29.** A licensed exporter who is also licensed as a buying agent shall not be entitled to a commission in respect of his services as a buying agent. Exception to payment of commission.

**30.** Any minutes made of meetings of the Board, if purporting to be signed by the chairman, are receivable in evidence in all legal proceedings without further proof and every meeting of the Board in respect of the proceedings of which minutes have been so signed shall be deemed to have been duly convened and held and all the members present thereat to have been duly qualified to act. Minutes receivable in evidence.

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**SUBSIDIARY LEGISLATION**

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**COCOA AND COFFEE INDUSTRY REGULATIONS**

ARRANGEMENT OF REGULATIONS

**REGULATION**

1. Citation.
2. Interpretation.
3. Compulsory registration of producer.
4. Form of application for registration.
5. Form of application for buying agent's licence.
6. Form of buying agent's licence.
7. Conditions of buying agent's licence.
8. Moisture content and allowance.
9. Defective cocoa and coffee waste.
10. Local purchase price of cocoa and coffee.
11. Bond for buying agent's licence.
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13. Method of application for exporter's licence.
14. Form of exporter's licence.
15. Conditions of exporter's licence.
16. Certificate of quality.
17. Duties of exporter.
18. Duties of persons permitted to export cocoa or coffee or both cocoa and coffee.
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20. Quotas.
21. Marks.
22. Reimbursement of expenses.
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24. Application for exporter's permits.
25. Application for permit to purchase cocoa or coffee for use in manufacture of cocoa or coffee products.
26. Permits and conditions attached thereto.

UNOFFICIAL VERSION

UPDATED TO DECEMBER 31ST 2013

**REGULATION**

27. Duties of permit holders.
28. Form of application for licence to hull coffee.
29. Form of Coffee Huller's Licence.
30. Fee for hulling coffee.
31. Maximum moisture content of coffee.
32. Conditions of Coffee Huller's Licence.
33. Hulling coffee without licence.  
Penalty.
34. Exemption from holding Coffee Huller's Licence.
35. General provisions as to ascertaining weight of cocoa or coffee.

**SCHEDULE.**

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[Subsidiary]

84/1967.  
231/1971.

**COCOA AND COFFEE INDUSTRY REGULATIONS**

*made under section 9*

Citation. **1.** These Regulations may be cited as the Cocoa and Coffee Industry Regulations.

Interpretation. **2.** In these Regulations—  
“clear coffee” means coffee containing no matter foreign to the coffee bean;  
“dry berry” means unhulled coffee beans containing not more than twelve per cent of moisture;  
“exporter” means a person licensed to export cocoa or coffee or both cocoa and coffee under regulation 13;  
“hulled coffee” means coffee beans whose outer shell and parchment have been removed;  
“the form” includes one or more of the forms as appropriate.

Compulsory registration of producer. **3.** (1) Subject to subregulation (2), every producer shall, within six months after the commencement of these Regulations, register with the Board in accordance with regulation 4.

7/1963. (2) A producer who has registered with the Board in accordance with the provisions of the Cocoa Industry Regulations 1962, shall be deemed to be registered under these Regulations.

Form of application for registration. **4.** (1) A person who grows in Trinidad and Tobago cocoa or coffee or both cocoa and coffee for sale shall make application to the Board for registration in the form set out as Form 1 in the Schedule.

Form 1. (2) The application shall be made in the name of the person in occupation of the land on which cocoa or coffee or both cocoa and coffee are grown.

Form of application for buying agent's licence. Form 2. **5.** (1) A person desirous of obtaining a licence as a buying agent shall make application to the Board in the form set out as Form 2 in the Schedule.

(2) Every such application shall be made not later than 31st July in each year.

6. A buying agent's licence shall be in the form set out as Form 3 in the Schedule.

Form of buying agent's licence. Form 3.

7. (1) A licence granted to a person making application therefor under subregulation (1) of regulation 5 is subject to the following conditions:

Conditions of buying agent's licence. [231/1971].

(a) cocoa and coffee shall be purchased only at prices fixed by the Board and proper records shall be kept of the quantity of each purchase of cocoa and coffee according to the grades given in paragraph (b);

(b) separate purchase books shall be used for recording the different grades of cocoa and coffee purchased and shall be distinguished according to colour as follows, in the case of cocoa:

(i) plantation cocoa— White Purchase Book;

(ii) estates cocoa— Blue Purchase Book;

(iii) defective cocoa and Pascilla and cocoa waste— Pink Purchase Book;

as in the forms set out as Forms 4, 5 and 6, and in the case of coffee—

Forms 4, 5 and 6.

(iv) Grade 1 Coffee— Yellow Purchase Book;

(v) Grade 2 Coffee— Green Purchase Book;

(vi) Grade 3 Coffee— Orange Purchase Book;

as in the forms set out as Forms 7, 8 and 9;

Forms 7, 8 and 9.

(c) entries in the purchase book shall include—

(i) the name and address of the person from whom the cocoa or coffee is purchased;

(ii) the name and address of the estate on which the cocoa or coffee was grown;

(iii) the weight of the cocoa or coffee purchased;

(iv) the scaling, moisture and defects allowance; and

(v) the price paid;

- (d) calculation of the moisture allowance shall be made by means of moisture meters approved by the Board;
- (e) buying agents shall keep on their business premises such facilities for drying cocoa and coffee as the Board thinks fit;
- (f) cocoa and coffee shall be classified according to the grades specified in paragraph (b) and shall be delivered to an exporter as follows:
  - (i) cocoa within fourteen days of purchase;
  - (ii) coffee within twenty-eight days of purchase;
- (g) officers of the Board authorised in writing by the Board shall have access to the business premises of buying agents for the purpose of inspecting those premises and the records of a buying agent during normal business hours.

(2) The Board may, from time to time by Notification, define cocoa and coffee that will satisfy the requirements of the grades set out in subregulation (1).

(3) The Board shall determine all disputes arising as to the grade of cocoa and coffee as between a producer and a buying agent and as to the grade of cocoa and coffee as between a buying agent and an exporter and as to the grade of cocoa and coffee as between a producer and an exporter and such determination shall be final.

(4) The buying agent shall bear any loss resulting from shortages in any quantity of cocoa and coffee or from a regrading on transfer to an exporter. Any surplus of cocoa or coffee in the hands of a buying agent or exporter shall be sold for the account of the Board; and any surplus funds resulting from the upgrading of cocoa or coffee on transfer from a buying agent to an exporter shall be for the account of the Board.

(5) Buying agents shall submit to the Board not later than the 15th day of the following month, monthly purchase returns in respect of the immediately preceding month in the

form set out as Forms 10, 10a, 10b, 11, 11a and 11b in the Schedule, accompanied by duplicate bills from the purchase books referred to in regulation 7(1)(b) showing all purchases of cocoa and coffee respectively.

Forms 10, 10a,  
10b, 11, 11a  
and 11b.

(6) Buying agents shall submit not later than the fifteenth day of the following month, monthly sales returns in the form set out as Forms 12, 12a, 12b, 13, 13a and 13b in the Schedule, accompanied by duplicate sales bills showing all sales of cocoa and coffee respectively and certified to be correct by the exporter.

Forms 12, 12a,  
12b, 13, 13a  
and 13b.

**8.** (1) The moisture content of cocoa prepared for export shall not exceed eight per cent, and the moisture content of coffee prepared for export shall not exceed twelve per cent.

Moisture  
content and  
allowance.  
[231/1971].

(2) A buying agent or exporter may on purchasing cocoa or coffee claim an allowance for any percentage of moisture in excess of that mentioned in subregulation (1).

(3) A buying agent shall not purchase or store coffee either in berry or clean hulled form, the moisture content of which exceeds fifteen per cent.

**9.** (1) A buying agent or exporter may claim an allowance for waste of an amount not exceeding four and half per cent of the quantity of cocoa or coffee purchased.

Defective cocoa  
and coffee  
waste.

(2) A buying agent or exporter may claim an allowance for moisture in cocoa in excess of eight per cent content, at the rate of one pound per cent of the volume of cocoa.

(3) A buying agent or exporter may claim an allowance for moisture in coffee (whether hulled or berry coffee) in excess of twelve per cent moisture content at the rate of one pound per cent of the volume of hulled or berry coffee, as the case may be.

(4) A buying agent shall transfer all defective cocoa and waste to such exporter only as the Board may designate.

**10.** A buying agent shall purchase cocoa and coffee only at the prices determined by the Board and published in the *Gazette* and in a local daily newspaper circulating in Trinidad and Tobago.

Local purchase  
price of cocoa  
and coffee.

Bond for buying agent's licence.

**11.** (1) Except in the case of a buying agent who is also an exporter, a buying agent shall, before he carries on business as such, enter into a bond in the sum of seven hundred and fifty dollars with sureties to the satisfaction of the Board conditional for the due compliance with the Act and these Regulations.

Ch. 4:20.

(2) In the event of the conviction of a buying agent for any offence under the Act or for non-compliance with these Regulations, the bond immediately becomes forfeited and the amount due on the bond may be recovered whether from principal or surety by the Board in the manner provided by sections 79, 80, 81 and 82 of the Summary Courts Act in the case of a sum of money adjudged to be paid by an order.

Buying agents' commission. [\*231/1971].

**12.** Buying agents' commission shall be determined by the Board and published in the *Gazette* and may be reviewed from time to time in the light of existing conditions.

Method of application for exporter's licence.

**13.** (1) A person applying to the Board for a licence to export cocoa or coffee or both cocoa and coffee shall make application supported by such evidence as to his fitness for carrying out the functions of an exporter as the Board may require.

(2) Every such application shall be made not later than 31st July in each year.

Form of exporter's licence. Form 14.

**14.** An exporter's licence shall be in the form set out as Form 14 in the Schedule.

Conditions of exporter's licence.

**15.** (1) A licence issued to a person making application under regulation 13(1) is subject to the following conditions:

- (a) separate purchase books shall be employed for recording different grades of cocoa and coffee purchased and shall be distinguished according to colour in the manner given in regulation 7(1)(b);

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\*Had effect as from 1st October 1968.

- (b) entries in the purchase books shall include—
- (i) the name and address of the buying agent and producer from whom the cocoa or coffee is purchased and, where cocoa or coffee is bought directly from a producer, the name and address of the plantation on which the cocoa or coffee was grown;
  - (ii) the weight of the cocoa or coffee purchased and allowances other than those specified in subparagraph (iii);
  - (iii) the scaling moisture and defects allowance;
  - (iv) the price paid;
- (c) exporters shall keep such business premises as would in the opinion of the Board afford adequate space for handling, preparing for export and storing according to grade, any cocoa and coffee purchased;
- (d) exporters shall store all cocoa and coffee according to the grades given in regulation 7(1)(b);
- (e) officers of the Board authorised in writing by the Board shall have access to the business premises of exporters for the purpose of inspecting those premises and the records of exporters during normal business hours.

(2) An exporter shall submit to the Board not later than the 15th day of the following month monthly returns in respect of the immediately preceding month of cocoa and coffee purchased and exported or transferred to other exporters in the form set out as Forms 15, 15a and 15b and Forms 16, 16a and 16b in the Schedule showing the quantity of cocoa and coffee purchased according to grade and the poundage, grade and destination of cocoa and coffee exported and in each crop year an exporter shall submit to the Board not later than 31st October returns in respect of that crop year in such form as meets with the approval of the Board.

Forms 15, 15a,  
15b, 16, 16a  
and 16b.

Certificate of quality.

**16.** No cocoa or coffee may be exported unless a certificate of quality relating thereto is issued by an officer of the Board.

Duties of exporter.

**17.** (1) An exporter shall submit for the approval of the Board all offers received for the sale of cocoa and coffee by export and no exporter may sell cocoa or coffee at a price that is less than the price fixed by the Board unless he is authorised to do so by the Board.

(2) An exporter shall furnish the Board with particulars relating to any sales of cocoa and coffee to local manufacturers of cocoa and coffee products.

Duties of persons permitted to export cocoa or coffee or both cocoa and coffee.

**18.** A person not being an exporter within the meaning of these Regulations but who is permitted by the Board under section 4(2)(a), (b) or (c) of the Act to export cocoa or coffee or both cocoa and coffee shall comply, if so directed by the Board, with the provisions of regulation 17.

Bond for exporter's licence.

**19.** An exporter shall, before he carries on business as such, enter into a bond in the sum of one thousand dollars, with sureties to the satisfaction of the Board, conditioned for the due compliance with the Act and these Regulations and in the event of the conviction of an exporter for any offence under the Act or for non-compliance with these Regulations the provisions of regulation 11(2) shall apply.

Quotas.

**20.** The Board may fix quotas to exporters for the exportation of cocoa or coffee or both cocoa and coffee and may restrict the total purchases of any exporter to the minimum quantity of cocoa or coffee or both cocoa and coffee necessary to fulfil any quota fixed.

Marks.

**21.** All export marks used by exporters shall be subject to the approval of, and registered with, the Board.

Reimbursement of expenses. [\*231/1971].

**22.** Exporters shall be reimbursed an amount equal to the actual expenses incurred by them in the preparation and

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\*Had effect as from 1st October 1968.

handling of cocoa and coffee exported by them but in no case shall such reimbursement exceed the rate determined by the Board and published in the *Gazette*.

**23.** Exporters are entitled to be remunerated by the Board in respect of their services as such, at the rate of two per cent of the gross F.O.B. value of all cocoa and coffee exported by them. Remunerations.

**24.** Applications for permits to export cocoa or coffee under section 4(2)(a), (b) and (c) of the Act shall be made in writing to the Board on or before 31st July in each crop year. Application for exporter's permits.

**25.** A person desirous of obtaining a permit under section 4(2)(j) of the Act shall apply in writing to the Board before 31st July in each year. Application for permit to purchase cocoa or coffee for use in manufacture of cocoa or coffee products. [231/1971].

**26.** A permit referred to in regulation 25 shall be in the form set out as Form 3a in the Schedule. Permits and conditions attached thereto. [231/1971]. Form 3a.

**27.** (1) The holder of a permit granted under section 4(2)(j) of the Act shall— Duties of permit holders. [\*231/1971].

- (a) make monthly returns to the Board showing—
  - (i) the name and address of any licensed exporter from whom he purchased cocoa or coffee;
  - (ii) the net weight of the cocoa or coffee purchased; and
  - (iii) the price per pound paid; and
- (b) give access to authorised officers of the Board during normal working hours to inspect his business premises and his records of cocoa or coffee purchased.

(2) The monthly return referred to in paragraph (a) shall be submitted to the Board not later than the 15th day of the month next following the month to which the return relates.

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\*Had effect as from 1st October 1968.

Form of application for licence to hull coffee. Form 17.

**28.** (1) A person desirous of obtaining a licence to hull coffee shall make application to the Board in the form set out as Form 17 in the Schedule.

(2) Every such application shall be made not later than 31st July in each year.

Form of Coffee Huller's Licence. Form 18.

**29.** A Coffee Huller's Licence shall be in the form set out as Form 18 in the Schedule.

Fee for hulling coffee. [\*231/1971].

**30.** (1) The fee payable to licensed owners of coffee-hulling machines shall be calculated on the volume of clean hulled coffee, determined by the Board and published in the *Gazette*.

(2) The Board may review the fee from time to time in the light of existing conditions.

Maximum moisture content of coffee. [231/1971].

**31.** No person shall hull or cause to be hulled any coffee the moisture content of which exceeds 14 per cent.

Conditions of Coffee Huller's Licence.

**32.** (1) A person to whom a licence has been granted to hull coffee shall keep records to the satisfaction of the Board showing—

- (a) the name and address of the owner from whom the coffee is received;
- (b) the net weight of the coffee to be hulled;
- (c) the name and location of estate or estates on which the coffee is produced;
- (d) the name and address of the person to whom the clean hulled coffee is delivered;
- (e) the volume of clean hulled coffee delivered;
- (f) the conversion rate, that is to say, ratio of the amount of clean hulled coffee recovered from amount of dry berry coffee submitted for hulling;
- (g) the rate charged for hulling service.

(2) The Board may, if it is not satisfied that proper records of these matters set out in subregulation (1) are being kept by

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\*Had effect as from 1st October 1968.

persons to whom a Coffee Huller's Licence has been granted, suspend for such period as it thinks fit or cancel any such licence.

(3) Every person who carries on the business of a coffee huller shall not later than the 15th day of the month next following submit a return in the form set out as Form 19 in the Schedule in respect of the month immediately preceding.

**33.** (1) Subject to regulation 34, no person shall hull or cause or permit any coffee to be hulled unless he is the holder of a valid and subsisting coffee huller's licence issued in pursuance of these Regulations.

(2) Any person who contravenes subregulation (1) is liable on summary conviction to a fine of one thousand five hundred dollars and in the case of a continuing offence to a fine of seventy-five dollars for each day on which the offence continues after conviction therefor.

**34.** (1) The provisions of these Regulations which relate to the obtaining and holding of a licence to hull coffee shall not apply to persons who—

- (a) own and occupy lands on which coffee is grown; and
- (b) use a coffee hulling machine for the purpose of hulling coffee grown on such lands,

so, however, that nothing in this regulation shall be construed as permitting any such person to operate any such hulling machine for the purpose of hulling coffee grown on lands other than those owned and occupied by him unless he is the holder of a valid and subsisting coffee huller's licence.

(2) A person to whom subregulation (1) applies who operates a hulling machine for the purpose of hulling coffee grown on lands other than those owned and occupied by him is liable on summary conviction to a fine of one thousand five hundred dollars and in the case of a continuing offence to a fine of seventy-five dollars for each day on which the offence continues after conviction therefor.

General provisions as to ascertaining weight of cocoa or coffee.

**35.** (1) The amount of any cocoa or coffee which is purchased by buying agents and exporters or which is to be hulled by operators of hulling machines shall in every case be ascertained by the actual weight of such cocoa or coffee in pounds avoirdupois and not otherwise.

(2) Any person who contravenes the provisions of subregulation (1) is liable on summary conviction to a fine of one thousand five hundred dollars and to imprisonment for six months.

**SCHEDULE**

[231/1971].

**FORM 1**

Regulation 4.

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**REGISTRATION OF COCOA AND/OR  
COFFEE PRODUCERS**

(NOTE—All producers of Cocoa and Coffee are required by the Act to register his or her estate or estates with the Cocoa and Coffee Industry Board. Failure to do so constitutes an offence and will be subject under conviction to a penalty not exceeding Five Hundred Dollars.)

REGISTRATION PARTICULARS

Name of Producer .....

Address of Producer .....

Name of Estate(s) .....

Situation of Estate(s)

..... Road/Trace/Mile Post

..... District

..... Ward

..... County

Total acreage of Estate .....

\*Acreage under Cocoa and/or Coffee cultivation 20 .....

20 .....

20 .....

Estimated Annual Crop: Cocoa ..... Coffee .....

*(Based on the actual production of the three preceding years)*

Signature .....

*Producer*

N.B.—Producer means a person who grows in Trinidad and Tobago cocoa and/or coffee for sale.

\*Delete whichever is not applicable.

34 **Chap. 64:20** *Cocoa and Coffee Industry*  
[Subsidiary] *Cocoa and Coffee Industry Regulations*

Regulation 5.

**FORM 2**

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**APPLICATION FOR A BUYING AGENT’S LICENCE**

I/We, .....  
residing at .....  
hereby make application for a licence to carry on the business of a  
Licensed Buying Agent for Cocoa and/or Coffee on the premises being  
.....  
and propose as my surety .....  
residing at .....

.....  
*Applicant*

Regulation 6.

**FORM 3**

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**BUYING AGENT’S LICENCE**

..... residing at  
.....  
is hereby granted a licence to carry on the business of a Licensed Buying Agent  
for Cocoa and Coffee on premises situated at .....  
for the period of one year commencing from 1st October 20....., and ending  
30th September 20.....

Dated this ..... day of ..... 20.....

.....  
*Manager, Cocoa and Coffee Industry Board*

UNOFFICIAL VERSION

UPDATED TO DECEMBER 31ST 2013

**FORM 3a**

Regulation 26.

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**PERMIT TO PURCHASE COCOA/COFFEE\* FOR USE  
IN MANUFACTURE**

.....  
residing at .....  
is hereby granted a permit to purchase from a licensed exporter cocoa/coffee\*  
to be used in the manufacture of cocoa/coffee \* products on premises situated at  
.....  
for the period of one year commencing from 1st October 20....., and ending  
30th September 20.....

Dated this ..... day of ..... 20.....

.....  
*Manager, Cocoa and Coffee Industry Board*

*\*Delete whichever is inapplicable.*

\_\_\_\_\_

Regulation  
7(1)(b).

**FORM 4**

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**PLANTATION GRADE**

(Company heading, etc.) .....

.....

Purchased from .....

Address .....

Estate and Address .....

				Allowances		
				Moist %	lb.	
				Waste %		Gross Wt. .... lb.
				Scaling		Tare ..... lb.
						<i>Less:</i> Allowances ..... lb.
				Total		Net Wgt. .... lb.

..... Bags Cocoa ..... lb. at ..... cents per lb. \$ .....

..... Bags Waste ..... lb. at ..... cents per lb. \$ .....

Sub-total ... .. \$ .....

*Less:* Deductions for treatment, etc. .... \$ .....

Net Value ... .. \$ .....

Weighed by ..... Cartage \$ .....

Checked by ..... Freight \$ .....

Paid by ..... Amt. Paid Net ..... \$ .....

**FORM 5**

Regulation  
7(1)(b).

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**ESTATES GRADE**

(Company heading, etc.) .....

Purchased from .....

Address .....

Estate and Address .....

				Allowances		Gross Wt. .... lb. Tare ..... lb. <i>Less:</i> Allowances ..... lb.  Net Wgt. .... lb.
				Moist %	lb.	
				Waste %		
				Scaling		
				Total		

..... Bags Cocoa ..... lb. at ..... cents per lb. \$ .....

..... Bags Waste ..... lb. at ..... cents per lb. \$ .....

Sub-total ... .. \$ .....

*Less:* Deductions for treatment, etc. .... \$ .....

Net Value ... .. \$ .....

Weighed by ..... Cartage \$ .....

Checked by ..... Freight \$ .....

Paid by ..... Amt. Paid Net ..... \$ .....

Regulation  
7(1)(b).

**FORM 6**

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**DEFECTIVE AND WASTE**

Company heading, etc. ....  
 .....  
 Purchased from .....  
 Address .....  
 Estate and Address .....

				Allowances		
				Moist %	lb.	
				Waste %		
				Scaling		
						Gross Wt. .... lb.
						Tare ..... lb.
						<i>Less:</i>
						Allowances ..... lb.
						_____
				Total		Net Wgt. _____ lb.

..... Bags Cocoa ..... lb. at ..... cents per lb. \$ .....

..... Bags Waste ..... lb. at ..... cents per lb. \$ .....

Sub-total ... .. \$ .....

*Less:* Deductions for treatment, etc. .... \$ \_\_\_\_\_

Net Value ... .. \$ .....

Weighed by ..... Cartage \$ .....

Checked by ..... Freight \$ .....

Paid by ..... Amt. Paid Net ..... \$ \_\_\_\_\_

**FORM 7**

Regulation  
7(1)(b).

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**COFFEE—GRADE 1**

*[Yellow Purchase Book]*

Company heading, etc. ....  
Purchased from .....  
Address .....  
Estate Name .....  
Address .....  
Date .....

Lb. Gross  
Dry Berry/Clean Hulled

				Gross Wt. ....lb.
				<i>Less:</i>
				Tare ..... lb.
				Allowance for moisture..... lb.
				Waste ..... lb.
				Nett Berry Wt .....lb.
				Nett Wt. Clean Hulled Coffee (Arabica/Robusta)
				At ..... % of ..... lb ..... lb.
				At value .... cents per lb. \$ .....
				<i>Less: Hulling Charge</i>
				At ..... cents per lb.
				on ..... lb. \$ .....
				Nett Value: \$ .....

Regulation  
7(1)(b).

**FORM 8**

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**COFFEE—GRADE 2**

*[Green Purchase Book]*

Company heading, etc. ....  
 Purchased from .....  
 Address .....  
 Estate Name .....  
 Address .....  
 Date .....

Lb. Gross  
 Dry Berry/Clean Hulled

				Gross Wt. ....lb.
				<i>Less:</i>
				Tare ..... lb.
				Allowance for moisture..... lb.
				Waste ..... lb.
				Nett Berry Wt. .... lb.
				Nett Wt. Clean Hulled Coffee (Arabica/Robusta)
				At ..... % of ..... lb. .... lb.
				At value .... cents per lb. \$ .....
				<i>Less: Hulling Charge</i>
				At ..... cents per lb.
				on ..... lb. \$ .....
				Nett Value:           \$ .....

**FORM 9**

Regulation  
7(1)(b).

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**COFFEE—GRADE 3**

[*Orange Purchase Book*]

Company heading, etc. ....  
Purchased from .....  
Address .....  
Estate Name .....  
Address .....  
Date .....

Lb. Gross  
Dry Berry/Clean Hulled

				Gross Wt. ....lb.
				<i>Less:</i>
				Tare ..... lb.
				Allowance for moisture ..... lb.
				Waste ..... lb.
				Nett Berry Wt. ....lb.
				Nett Wt. Clean Hulled Coffee (Arabica/Robusta)
				At ..... % of ..... lb. .... lb.
				At value .... cents per lb. \$ .....
				<i>Less: Hulling Charge</i>
				At ..... cents per lb.
				on ..... lb. \$ .....
				Nett Value: \$ .....

42 **Chap. 64:20** *Cocoa and Coffee Industry*  
**[Subsidiary]** *Cocoa and Coffee Industry Regulations*

Regulation 7(5).

**FORM 10**

THE COCOA AND COFFEE INDUSTRY REGULATIONS  
**BUYING AGENT'S MONTHLY PURCHASE RETURN**

**PLANTATION COCOA**

Name .....

Address .....

Actual Stock Lb. ....

Notes—Following month must begin with Actual Stock in hand.  
 Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date	Producer	Address	Bill No.	Purchases	
				Lb.	Net Value

**FORM 10a**

Regulation 7(5).

THE COCOA AND COFFEE INDUSTRY REGULATIONS

BUYING AGENT'S MONTHLY PURCHASE RETURN

**ESTATES COCOA**

Name .....

Address .....

Actual Stock Lb. ....

Notes—Following month must begin with Actual Stock in hand.  
Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Producer	Address	Bill No.	Purchases	
				Lb.	Net Value

**44** **Chap. 64:20** *Cocoa and Coffee Industry*  
**[Subsidiary]** *Cocoa and Coffee Industry Regulations*

Regulation 7(5).

**FORM 10b**

**THE COCOA AND COFFEE INDUSTRY REGULATIONS  
 BUYING AGENT'S MONTHLY PURCHASE RETURN**

**DEFECTIVE AND WASTE**

Name .....

Address .....

Actual Stock Lb. ....

Notes—Following month must begin with Actual Stock in hand.  
 Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Producer	Address	Bill No.	Purchases	
				Lb.	Net Value

**FORM 11**

Regulation 7(5).

THE COCOA AND COFFEE INDUSTRY REGULATIONS

BUYING AGENT'S MONTHLY PURCHASE RETURN

**COFFEE—GRADE 1**

Name .....

Address .....

Actual Stock Lb. ....

Notes—Following month must begin with Actual Stock in hand.  
Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Producer	Address	Bill No.	Purchases Clean Hulled	
				Lb.	Net Value

Regulation 7(5).

**FORM 11a**

**THE COCOA AND COFFEE INDUSTRY REGULATIONS  
BUYING AGENT'S MONTHLY PURCHASE RETURN**

**COFFEE—GRADE 2**

Name .....

Address .....

Actual Stock Lb. ....

Notes—Following month must begin with Actual Stock in hand. Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Producer	Address	Bill No.	Purchases Clean Hulled	
				Lb.	Net Value
		(Green)			

**FORM 11b**

Regulation 7(5).

THE COCOA AND COFFEE INDUSTRY REGULATIONS

BUYING AGENT'S MONTHLY PURCHASE RETURN

**COFFEE—GRADE 3**

Name .....

Address .....

Actual Stock Lb. ....

Notes—Following month must begin with Actual Stock in hand.  
Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Producer	Address	Bill No.	Purchases Clean Hulled	
				Lb.	Net Value
		(Orange)			

Regulation 7(6).

**FORM 12**

**THE COCOA AND COFFEE INDUSTRY REGULATIONS  
BUYING AGENT'S MONTHLY PURCHASE RETURN**

**PLANTATION COCOA**

Name .....

Address .....

Note—This Return must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Exporter	Bill No.	Sales	
			Lb.	Net Value

**FORM 12a**

Regulation 7(6).

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**BUYING AGENT'S MONTHLY SALES RETURN**

**ESTATES COCOA**

Name .....

Address .....

Note—This Return must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Exporter	Bill No.	Sales	
			Lb.	Net Value

**50** **Chap. 64:20** *Cocoa and Coffee Industry*  
**[Subsidiary]** *Cocoa and Coffee Industry Regulations*

Regulation 7(6).

**FORM 12b**

THE COCOA AND COFFEE INDUSTRY REGULATIONS  
**BUYING AGENT'S MONTHLY SALES RETURN**

**DEFECTIVE AND WASTE**

Name .....

Address .....

Note—This Return must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Exporter	Bill No.	Sales	
			Lb.	Net Value

**FORM 13**

Regulation 7(6).

THE COCOA AND COFFEE INDUSTRY REGULATIONS

BUYING AGENT'S MONTHLY SALES RETURN

**COFFEE—GRADE 1**

Name .....

Address .....

Note—This Return must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Exporter	Bill No.	Sales	
			Lb.	Net Value

**52** **Chap. 64:20** *Cocoa and Coffee Industry*  
**[Subsidiary]** *Cocoa and Coffee Industry Regulations*

Regulation 7(6).

**FORM 13a**

THE COCOA AND COFFEE INDUSTRY REGULATIONS  
**BUYING AGENT'S MONTHLY SALES RETURN**

**COFFEE—GRADE 2**

Name .....

Address .....

Note—This Return must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Exporter	Bill No.	Sales	
			Lb.	Net Value

UNOFFICIAL VERSION

UPDATED TO DECEMBER 31ST 2013

**FORM 13b**

Regulation 7(6).

THE COCOA AND COFFEE INDUSTRY REGULATIONS

BUYING AGENT'S MONTHLY SALES RETURN

**COFFEE—GRADE 3**

Name .....

Address .....

Note—This Return must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Exporter	Bill No.	Sales	
			Lb.	Net Value

Regulation 14.

**FORM 14**

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**EXPORTER'S LICENCE**

.....  
residing at .....  
is hereby granted a licence to carry on the business of an Exporter of cocoa  
and coffee\* on premises situated at .....  
.....  
for the period of one year commencing from 1st October 20..... and ending  
30th September 20.....

Dated this ..... day of .....

.....  
*Manager, Cocoa and Coffee Industry Board*

\*Delete whichever is not applicable.

Regulation 15(2).

**FORM 15**

**THE COCOA AND COFFEE INDUSTRY REGULATIONS  
 EXPORTER'S MONTHLY RETURN**

**PLANTATION COCOA**

Name .....

Address .....

Note—Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20 .....	Particulars	Address	Bill No.	Prod. or Agent No.	Producer		Agent		Exported	
					Lb.	Net Value	Lb.	Net Value	Lb.	Net Value

Regulation 15(2).

**FORM 15a**  
 THE COCOA AND COFFEE INDUSTRY REGULATIONS  
 EXPORTER'S MONTHLY RETURN

**ESTATE**

Name .....

Address .....

Note—Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Particulars	Address	Bill No.	Prod. or Agent No.	Producer		Agent		Exported	
					Lb.	Net Value	Lb.	Net Value	Lb.	Net Value

Regulation 15(2).

**FORM 15b**  
 THE COCOA AND COFFEE INDUSTRY REGULATIONS  
 EXPORTER'S MONTHLY RETURN

**DEFECTIVE AND WASTE**

Name .....

Address .....

Note—Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Particulars	Address	Bill No.	Prod. or Agent No.	Producer		Agent		Exported	
					Lb.	Net Value	Lb.	Net Value	Lb.	Net Value

Regulation 15(2).

**FORM 16**  
 THE COCOA AND COFFEE INDUSTRY REGULATIONS  
 EXPORTER'S MONTHLY RETURN

**COFFEE — GRADE 1**

Name .....

Address .....

Note—Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Purchased From	Address	Bill No.	Prod. or Agent No.	Producer		Agent		Exported	
					Lb.	Net Value	Lb.	Net Value	Lb.	Net Value

Regulation 15(2).

**FORM 16a**  
 THE COCOA AND COFFEE INDUSTRY REGULATIONS  
 EXPORTER'S MONTHLY RETURN

**COFFEE—GRADE 2**

Name .....

Address .....

Note—Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Purchased From	Address	Bill No.	Prod. or Agent No.	Producer		Agent		Exported	
					Lb.	Net Value	Lb.	Net Value	Lb.	Net Value

Regulation 15(2).

**FORM 16b**  
**THE COCOA AND COFFEE INDUSTRY REGULATIONS**  
**EXPORTER'S MONTHLY RETURN**

**COFFEE—GRADE 3**

Name .....

Address .....

Note—Returns must be in at Cocoa and Coffee Industry Board before 15th of the following month.

Date 20.....	Purchased From	Address	Bill No.	Prod. or Agent No.	Producer		Agent		Exported	
					Lb.	Net Value	Lb.	Net Value	Lb.	Net Value
		(Orange)								

**FORM 17**

Regulation 28.

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**APPLICATION FOR A COFFEE HULLER'S LICENCE**

I .....

residing at .....

hereby make application for a licence to carry on the business of a Licensed

Coffee Huller on the premises being .....

and propose as my surety .....

residing at .....

Date .....

.....  
*Signature of Applicant*

**FORM 18**

Regulation 29.

THE COCOA AND COFFEE INDUSTRY REGULATIONS

**COFFEE HULLER'S LICENCE**

.....residing at

.....

is hereby granted a licence to carry on the business of a Licensed Coffee

Huller on premises situated at .....

for the period of one year commencing from 1st October 20..... and

ending 30th September 20.....

Dated this ..... day of ..... 20.....

.....  
*Manager, Cocoa and Coffee Industry Board*

