TeaWeb
The comprehensive tea garden management software
Tea Web is a web-enabled, comprehensive software application that covers all aspects of tea production, manufacturing and sales in one common database. At the same time, the software is developed in a modular manner, which allows selective usage, i.e. a bought-leaf factory can implement all the modules, except the garden module. Similarly, a garden that sells green leaf, can buy the software, without the factory and sales module.

**Why TeaWeb:** The software is called TeaWeb for two reasons.

First, it is web based and thus can be accessed from any location having internet access, be it the garden, factory, sales office or head office, or even from the manager’s laptop while on tour!

Second, like the spiders web, it spreads out to cover all aspects of tea operations to suck in information, which is then meaningfully presented through the Reports module, enabling the Management a) get real-time feedback regarding productivity, costing and value realization and b) make informed decisions.

The information framework that drives TeaWeb is explained below.

**Real-time Information @ TeaWeb**

TeaWeb is a management tool that breaks down the complex operations into various categories to provide meaningful information for supervision, control and decision making.

1) **Cost centers, departments/Activities and Jobs:** It breaks down the entire operations into user-defined cost centers, e.g. Garden, Factory, Back Office, Sales Office, Welfare, Bungalow/Quarters etc. Each cost center is further subdivided into user-defined departments/activities. For example, the Garden cost center may comprise of Plucking, Pruning, Spraying, Maintenance, Transport etc. Each department/activity is further broken up into jobs. For example, the plucking activity may consist of jobs like hand plucking, machine plucking, etc.
2) **Garden Sections**: TeaWeb enables the defining of sections in the garden and monitors targets and activities section-wise. This gives the garden management a completed section-wise overview of the garden

3) **Stores Item categories**: TeaWeb groups all stores items into categories, like chemicals, packaging materials, fuel and lubricants etc. Further 'critical item' flags enable monitoring of all the critical store items so that work does not suffer due to stock-outs of such critical items.

**Automation @ TeaWeb**

TeaWeb automates labor-intensive paperwork. For example, Provident Fund returns, Annual Leave and Bonus calculations, Factory Excise and Tea Board returns, Sales Documentation and invoice tracking are all reduced to a few clicks! This enables the utilization of manpower for more productive work. This also eliminates errors, overtime payments and many other hassles of manual work.

Details of various TeaWeb Modules, the features and reports are summarized below.

**Credibility @ TeaWeb**

TeaWeb has been developed by a group of professionals who amongst them have years of tea industry as well as software design, development and implementation experience. All of this has been pooled together to conceptualize and develop TeaWeb as a comprehensive solution for tea garden management.

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### TeaWeb Modules, Features and Reports

<table>
<thead>
<tr>
<th></th>
<th><strong>Module</strong></th>
<th><strong>Features</strong></th>
<th><strong>Reports</strong></th>
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</table>
| 1 | **Garden** | • Annual Section-wise crop target  
• Annual Pruning Plan  
• Manure Application Program  
• Daily Kamjari (Plan and actual)  
• Daily Agrochem Kamjari (Plan and actual)  
• Plucking Performance  
• Weather Conditions | • Daily kamjari: plan vs Actual  
• Daily Agrochem kamjari: Plan vs Actual  
• Section-wise green leaf target VS actual  
• Section-wise activity report |
| 2 | **Factory** | • Green Leaf receipt  
• Dryer Mouth  
• Sorting/packing  
• Invoice  
• Gate Pass | • Green leaf Register  
• Dryer Mouth Register  
• Bin cards for made tea, packed tea, tea waste  
• Packing Register  
• Daily Activity Report  
• Excise and Tea Board Reports  
  o Account of Raw materials (Form IV)  
  o Form E  
  o Form RT-5  
  o Revenue particulars  
  o Daily Stock Account  
  o Crop and Weather Report |
<table>
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<tr>
<th></th>
<th>Payroll</th>
<th>Stores</th>
<th>Sales</th>
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</thead>
<tbody>
<tr>
<td><strong>Payroll</strong></td>
<td><em>Based on job-book entries, the payroll module calculates fortnightly wages and generated pay sheet and other related reports. It also factors in incentive calculations, thika rates, ration and ration deduction and loans/advances.</em></td>
<td><em>Purchase requisition</em></td>
<td><em>Consignment Note</em></td>
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<td><em>The module also handles PF deductions and PF related reports and returns</em></td>
<td><em>Purchase Order</em></td>
<td><em>Dispatch Letter</em></td>
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<td><em>Material Receipt Note</em></td>
<td><em>Arrival Weighment</em></td>
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<td></td>
<td><em>Item Issue</em></td>
<td><em>Cataloging</em></td>
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<td></td>
<td></td>
<td><em>Item Return</em></td>
<td><em>Account sale</em></td>
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<td><em>Stock Adjustment</em></td>
<td></td>
</tr>
<tr>
<td><strong>Stores</strong></td>
<td><em>Enables purchase, receipt and issue to items, with relevant costing for issued items.</em></td>
<td><em>Stock register: Item-wise</em></td>
<td><em>Invoice wise Status report</em></td>
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<td></td>
<td><em>Allows definition of various godowns and specific areas/shelves/ bins within godowns.</em></td>
<td><em>Stock Register: Summary</em></td>
<td></td>
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<tr>
<td><strong>Sales</strong></td>
<td><em>Enables invoice-wise tracking of packed tea from factory gate till completion of sale.</em></td>
<td><em>Stock valuation</em></td>
<td><em>Valuation Report</em></td>
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<td><em>Enables grade-wise analysis from valuation to sales realization.</em></td>
<td><em>Department Consumption Report</em></td>
<td><em>Catalog Report</em></td>
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<td><em>Purchase Report</em></td>
<td><em>Sales Report and Analysis</em></td>
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<td><em>Item Return Report</em></td>
<td><em>Short/Excess Arrival report</em></td>
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<td><em>List of Damages material</em></td>
<td><em>Invoices not sold</em></td>
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