



SUPERVISION/MONITORING OF BUYING STATIONS/WHOLESALE TOBACCO DEALERS

Name of BS/WTB: \_\_\_\_\_ License No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date & Time Supervision/Monitoring: \_\_\_\_\_  
If Buying Station, Company Affiliation: \_\_\_\_\_

ACTIVITIES	YES	NO
1. Is the weighing scale/s used by BS/WTB calibrated by NTA?		
2. Are Harmonized Tobacco Grades (International Grades vis-à-vis NTA Grades), with the corresponding Floor Prices and Prevailing Buying Prices displayed?		
3. Are all tobacco accepted/purchased immediately paid? (If No, use NTA-RD-F-023-B rev 03)		
4. Are the Buying Prices of tobacco within the set Floor Prices?		
5. Are the tobacco leaf accepted/ purchased properly Graded/ Classified?		
6. Is the Buying/Selling of tobacco leaf NTRM-Compliant?		

For “NO” answer/s, the following remedy/ies was/were undertaken: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

Date resolved/remedied: \_\_\_\_\_

**Note:** Resolution/s or remedial action/s for a specific issue/problem shall be acted within 24 hours.

Supervision/Monitoring conducted by: \_\_\_\_\_ Supervision/Monitoring conducted in the presence of: \_\_\_\_\_

\_\_\_\_\_  
Name and Signature of Branch Office TPRO/Staff                      BS/WTB Owner/Representative