



SUPERVISION / MONITORING OF FIELD CANVASSER / VIAJERO

Name of FC/Viajero: _____

COA No. _____

Address: _____

Tobacco Type _____

Date & Time of Supervision/Monitoring: _____
Date (mm/dd/yyyy)

No. of Contracted Farmers _____

Time (hr:min)

Company Affiliation, If any: _____

ACTIVITIES	YES	NO
1. Is the Official Receipt (O.R.) of payment of COA, or NTA License/COA carried by the FC/Viajero at all times when buying/selling tobacco leaf?		
2. Did the FC/Viajero issue Certificate of Purchase (COP) for every tobacco leaf purchased from the farmer?		
3. Is the Buying Price of tobacco leaf within set Floor Price?		
4. Is the Buying/Selling of tobacco leaf a Non Tobacco Related Material (NTRM) Compliant?		

For "NO" answer/s, the following remedy/ies was/were undertaken: _____

Date and time resolved/remedied: _____

Note: Resolution/s or remedial action/s for a specific issue/problem shall be acted within **one (1) working day.**

Supervision/Monitoring conducted by: _____

Supervision/Monitoring conducted in the presence of: _____

 Name and Signature of Branch Office TPRO /
 Outreach Office TPRO

 Field Canvasser / "Viajero"