



NTA-RD-F-023 rev 03

SUPERVISION/MONITORING OF BUYING STATIONS/WHOLESALE TOBACCO DEALERS

Name of BS/WTD : _____ License No. : _____
 Address : _____
 Date & Time Supervision/Monitoring : _____
 If Trading Center, Company Affiliation : _____

ACTIVITIES	YES	NO
1. Is the BS/WTD using the NTA-calibrated weighing scale/s when buying?		
2. Are Harmonized Tobacco Grades (International Grades vis-à-vis NTA Grades), with the corresponding Floor Price and Prevailing Buying Price displayed?		
3. Are tobacco acceptances entered chronologically in the incoming logbook on a first come first serve basis?		
4. Was there any Mediation/ Arbitration conducted?		
5. Are all tobacco accepted/purchased immediately paid? (use NTA-RD-F-023b rev 02)		
6. Are the Buying Prices of tobacco within the set Floor Prices?		
7. Are the tobacco leaf accepted/ purchased properly Graded/ Classified?		
8. Is the Buying/Selling of tobacco leaf NTRM-Compliant?		

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

Date resolved/remedied: _____

Supervision/Monitoring conducted by:

Supervision/Monitoring conducted in the presence of:

 Name and Signature of Branch Office TPRO/Staff

 BS/WTD Owner/Representative