

Product Quality Assurance Inspection Report

Report No.

Date of Inspection

Location

Inspected By

Product/Item Name

Batch/Lot No.

Supplier / Manufacturer

Purchase Order/ Reference

Inspection Criteria

Criteria	Specification	Inspection Result	Remarks
Appearance			
Dimensions			
Functionality / Performance			
Packaging			
Others			

Defects / Non-Conformance Observed

Corrective Actions / Recommendations

Inspector Signature / Date

Supervisor Review / Date

Customer/Client (if applicable)