

# Quality Assessment Report

## Product Inspection

Report No.		Date	
Inspector		Inspection Location	
Client		Contact	
Product Name		Product Code	
Quantity Inspected		Batch/Lot No.	

### Inspection Criteria

Criteria	Specification	Result	Remarks
Appearance			
Dimensions			
Functionality			
Packaging			
Labeling			

*Add or remove rows as needed for additional criteria.*

### Defects Found

No.	Description of Defect	Severity (Critical/Major/Minor)	Quantity	Remarks
1				
2				

*Expand rows to list all defects identified during inspection.*

### Overall Assessment

Result		
Comments		
Corrective Action Recommended		

Inspector's Signature		Date	
Client's Signature		Date	

