

# Basic Quality Inspection Checklist

Date:

Inspector:

Item/Product Name:

Batch/Lot No.:

Supplier:

## INSPECTION CHECKLIST

No.	Inspection Criteria	Pass	Fail	Remarks
1	Visual Appearance			
2	Dimensions/Size Check			
3	Functionality/Operation			
4	Packing Condition			
5	Labeling/Markings			
6	Other (Specify)			

## GENERAL COMMENTS

Inspected By:

Date:

Approved By:

Date: