

# Compliance Verification Inspection Record

Facility/Unit Name:	Date of Inspection:
Location/Address:	Inspection Type:
Inspected By:	Contact Person:
Reference/Permit No.:	Department:

## Inspection Checklist

#	Requirement	Compliant (Yes/No/N/A)	Remarks
1			
2			
3			
4			

## Findings & Recommendations

Non-Compliance / Issue Observed	Recommended Actions	Target Completion Date

\_\_\_\_\_  
Name & Signature of Inspector  
Date: \_\_\_\_\_

\_\_\_\_\_  
Name & Signature of Responsible Person  
Date: \_\_\_\_\_

## Important Notes

- All findings and recommendations must be clearly documented and communicated to the responsible parties.
- The record should be retained as part of official compliance documentation.
- Follow-up inspections may be required to verify corrective actions have been completed.
- Only authorized personnel should conduct and sign the inspection record.
- Ensure the accuracy and integrity of all recorded information.