

QA Inspection Checklist and Results Sheet

Project/Item Name
Sample Product A
Inspection Date
2024-06-18
Inspector
John Smith
Batch / Lot No.
Lot #1208
Location
Factory 2, Line C
QC Reference
QC-2024-056

Checklist & Results

| Inspection Criteria | Method | Result | Comments |
|---------------------|-------------------|--------|---------------------------|
| Visual Appearance | Visual Check | Pass | No defects found |
| Dimensions | Measurement | Pass | Within tolerance |
| Packaging Integrity | Manual Inspection | Pass | Packing in good condition |
| Functionality | Function Test | Fail | One item not working |
| Labeling | Visual Check | Pass | All data present |

Important Notes

- This document records the findings of a QA inspection for traceability and quality control.
- Accurate completion of all checklist items ensures product and process compliance.
- Any failures or deviations must be noted and corrective actions referenced.
- Signed documentation is critical for audits and continuous improvement initiatives.