

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.