

# Finished Goods Quality Control Inspection Format

## Inspection Details

Product Name \_\_\_\_\_ Product Code \_\_\_\_\_

Batch/Lot No. \_\_\_\_\_ Inspection Date \_\_\_\_\_

Quantity Produced \_\_\_\_\_ Quantity Inspected \_\_\_\_\_

Inspected By \_\_\_\_\_ Approved By \_\_\_\_\_

## Inspection Results

Inspection Parameter	Specification	Result	Remarks
Appearance	e.g., No scratches or stains, correct color	_____	_____
Dimensions	e.g., 20cm x 15cm x 5cm ± 2mm	_____	_____
Functionality	e.g., Fully operational	_____	_____
Packing	e.g., Proper labeling and sealing	_____	_____
Others	_____	_____	_____

## Inspection Findings & Disposition

Accepted Quantity \_\_\_\_\_ Rejected Quantity \_\_\_\_\_

Disposition \_\_\_\_\_

## Signatures

Inspected By  
(Signature & Date)

Approved By  
(Signature & Date)

## Important Notes:

- This format must be accurately filled and signed for each batch before shipment or storage.
- All deviations or nonconformities must be documented and handled as per the company's quality procedure.
- Inspection records should be retained according to regulatory and company policy requirements.
- Proper completion of this form supports traceability and quality assurance in finished goods.

