

# 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 Â± 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.

