

Standardized Quality Control Inspection Report

1. Basic Information

Inspection Date	2024-06-20	Report No.	QC-2024-0701
Product Name	Premium Widget	Batch/Lot No.	BW123456
Supplier/Factory	Widget Pro Ltd.	PO/Order No.	PO-89012
Location	Warehouse A	Inspector	Jane Doe

2. Inspection Details

Inspection Criteria	Method	Sample Size	Result	Remarks
Appearance	Visual	50 pcs	Pass	No visible defects
Dimensions	Measurement	10 pcs	Pass	Within tolerance
Functionality	Operational Test	10 pcs	Pass	All units functional
Packing	Visual/Checklist	10 boxes	Fail	3 boxes with incorrect labels

3. Defects Summary

Defect Type	Critical	Major	Minor	Total Found	Reference
Incorrect Labeling	0	3	0	3	#PCK01
Scratch on surface	0	0	2	2	#APP04

4. Photos

Photo Description	Reference
Overall packing view	[Photo Placeholder]
Labeled items	[Photo Placeholder]

5. Inspector's Comments & Recommendations

The inspected batch generally meets the required quality standards. However, packing label discrepancies were noted and need corrective action before shipment approval.

6. Acceptance

Inspector Signature	_____	Date	_____
Supplier/Factory Rep.	_____	Date	_____

Important Notes:

- This report is a formal record of the inspection process and findings.

- Defects and non-conformities identified must be addressed before shipment.
- Photos and samples referenced in this report should be kept for follow-up.
- Signatures confirm review and acknowledgement of inspection results.
- This document is for internal use and quality assurance purposes only.