

INSPECTION REPORT

Report No:

Report Date:

General information	
Client Name	
Supplier Name	
Factory Name	
PO No.	
Item No.	
Product Description	
Order quantity	
Order Quantity	
Inspection Date	
Inspection Location	

OVERALL INSPECTION RESULT
<p>* Notes: 1. Passed – Conform to Client Requirement; 2. Pending – Subject to Client's Evaluation 3. Failed – Not Conform to Client's Requirement; 4. Client has final decision to Reject or approve.</p>

INSPECTION SUMMARY					
	Inspection Items	Passed	Failed	Pending	Comments
A	Quantity Conformity				
B	Packaging check				
C	Accessories check				
D	Product workmanship check				
E	Safety check				
F	Functional check				
G	Special check				
H	Internal construction check				
I	VS approval sample check				

REMARKS

This reflects our findings at the time and place in inspection. This inspection has been carried out to the best of our knowledge and ability and our responsibility is limited to the exercise of reasonable one. This report does not relieve the sellers from their contractual obligations nor prejudice buyer's right for compensation for any apparent and / or hidden defects not detected during our random inspection or occurring thereafter. This report does not evidence shipment.

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No.	Description
A	
B	
C.	
D	
E	
F	
G	
H	
I	

NOTE

No.	Description	Result
1	Does factory cooperation during inspection?	
2	Is there enough light to work in?	
3	Are the goods stored inside a warehouse or outside?	
4	Are the goods fully covered if stored outside?	
5	Are the work areas organized and clean?	

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Inspector(s)		Date	
Factory Representative		Date	
Report Reviewer(s)		Date	
Signature			

A. QUANTITY

PO No.	Item No.	Order Quantity		Quantity Available				Sampling Size		
				Packed Quantity		Not Packed Quantity	Not Finished Quantity	Packed Quantity		Not Packed Quantity
		Pcs	Ctn	Pcs	Ctn	Pcs	Pcs	Pcs	Ctn	Pcs
Total										

B. WORKMANSHIP

Inspection Standard: based on MIL-STD-105E			Defects		
			Critical	Major	Minor
Sampling Plan:	Single, Normal	AQL:	Not allowed	1.5	4.0
Inspection Level:	II	Defects Found:	0	0	5
Sample Size:	125	Max. Allowed:	0		
Total _____ Cartons were opened randomly for inspection.					
Total number of packages (cartons) / No. of cartons selected and inspected (<i>Sampled cartons quantity is at least square root ($\sqrt{}$) of total cartons quantity of this lot</i>)					
Item No.	Carton quantity	Selected Carton No.			

Defects Details:

PO No.	Item No.	S/S (PCS)	Defective Description	Critical	Major	Minor

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Total Defects Found					
Max Allowed					
Sample Size					
Result			Passed	Passed	Passed
Remarks:	The defects found by the inspector on the inspected samples were shown to the factory. The inspector advised the factory to repair/replace these samples.				
<p>Note: A <u>Defective</u> is defined as a unit of product that contains one or more defects. A <u>Defect</u> is defined as any non-conformance of the inspected unit of product with specified requirements. A single defect is taken into account per each defective unit; only one most serious defect is taken into account per each defective unit.</p>					

Photo(s) for major defect(s):	
1.	2.
3.	4.
Photo(s) for minor defect(s):	
5.	6.
7.	8.

C. ON SITE TEST

C1. Barcode

Item No.	Location	Visual/Spec.	Reading	Sample (pcs)	Result

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Position as below:					
A. Export Carton; B. Inner Box; C. Gift Box; D. Blister Card; E. Hangtag; F. Polybag; G. Unit; H. IM; I:Others					

C2. Safety & Reliability check:

Test item	S/S(pcs)	Criteria	Result	comments:
Packaging Check - General	125			
Part List Check	13			
Marking Check - General	13			
Barcode Check - General	13			
Appearance Check	125			
Assembly Check	13			
Accessory Fitting Check	8			
Dimension Check - Product	8			
Weight Check - Product	8			
Safety Check - Indoor Table	3			
Function Check - General	8			
Safety Check - Indoor Table	2			
Function Check - General	8			
Wobbling Check - General	8			
Loading Test - Indoor Table	8			
Stability Test - Indoor Table	1			
Moisture Content Check	8			
Drop Test - Carton	1			

C3.Measurement

Item No.	Product measurement		
	Measurement position	Specification	Actual

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	Gift box size		
	Gift box gross weight		
	Unit size		
	Unit net weight		
	Other size		
Remark:			

C4. Critical Components Check (Conform to CDF on Test report, Specification)

No	Components	Trade mark	Rating	Result
1.				
2.				
3.				
4.				
Remark:				

D. MARKING AND PACKING

D1. Packing

Outer Pack	Corrugated Paper Plies:	<input type="checkbox"/> Single Wall	<input checked="" type="checkbox"/> Double Wall	<input type="checkbox"/> Triple Wall
	Fastening:	<input type="checkbox"/> Metal Staples	<input checked="" type="checkbox"/> Glue	
	Sealed by:	<input type="checkbox"/> Kraft Tape	<input type="checkbox"/> Opaque Gummed Tape	<input checked="" type="checkbox"/> Transparent Gummed Tape
	Strapping:	<input type="checkbox"/> Nylon Band	<input checked="" type="checkbox"/> No	
Packing method	Each piece protected by poly-bag and cardboard, then insert into a gift box with instruction manual.			

D2. Packing & shipping information:

Item No. & P/O	Shipment quantity		Weight/ctn (kg)	Carton size (cm)	Unit packing	pcs/inner packing	Pcs/ctn
	Pieces	Cartons					

E. PHOTO ATTACHMENT

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Report No:GQF10001

Report Date:2019-10-08

Item No.	
1.	2.
3.	4.
5.	6.
7.	8.
9.	10.
Item No.	
11.	12.
13.	14.
15.	16.
17.	18.
19.	20.
Size measurement:	
1.	2.
3.	4.
5.	6.
7.	8.
9.	10.
On-site test(s):	

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Report No:

Report Date:

1.	2.
3.	4.
5.	6.
7.	8.
9.	10.
General situation:	
1.	2.
3.	4.
5.	6.
7.	8.

***** THE END OF REPORT *****

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