

Quality Control (QC) Checklist

This checklist is designed to help buyers and inspectors evaluate product quality before, during, and after production. It ensures compliance with specifications and helps identify potential issues early.

1. Pre-Production

- Raw materials verified against specifications
- Supplier certifications (ISO, CE, etc.) checked
- Production schedule confirmed
- Samples approved before mass production

2. In-Process Inspection

- Random sampling conducted during production
- Dimensions and specifications verified
- Workmanship checked (no defects, proper assembly)
- Packaging materials inspected for compliance

3. Final Inspection

- Finished products match approved samples
- Functionality tested (where applicable)
- Visual inspection for defects (scratches, color mismatch, etc.)
- Quantity verified against purchase order

4. Packaging & Labeling

- Correct packaging used (as per buyer's request)
- Labels and barcodes accurate and legible
- Carton strength and sealing checked
- Shipping marks verified

5. Compliance & Documentation

- Test reports and certificates reviewed
- Compliance with safety/market regulations confirmed
- Inspection report completed and signed
- Photos/videos of inspected goods taken

6. Approval

Inspector Name: _____

Date: _____

Approval Status: ■ Approved ■ Rejected ■ Conditional