# Raw Material Inspection Checklist

**Purpose:** This checklist is designed to ensure the quality, conformity, and compliance of raw materials received before they enter the production cycle. It serves as a verification process for materials against set standards and specifications.

## Basic Information

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Inspector Name** | **Date** | **Supplier** | **Material Name** | **Batch Number** |
| {inspectorName} | {inspectionDate} | {supplierName} | {materialName} | {batchNumber} |

## Checklist Criteria

{#criteria}

* **{item}:** {status} *- {comments}*

{/criteria}

## Material Specifications

|  |  |  |
| --- | --- | --- |
| **Specification** | **Measured Value** | **Pass/Fail** |
| {#specifications}{specName} | {measuredValue} | {passFail}{/specifications} |

## Visual Inspection

{#visualInspection}

* **Appearance:** {appearance}
* **Surface Condition:** {surfaceCondition}
* **Packaging Condition:** {packagingCondition}

{/visualInspection}

## Documentation Verification

{#documents}

* **{docName}:** {docStatus}

{/documents}

## Additional Remarks

*{additionalRemarks}*

## Inspection Outcome

**Overall Result:**{overallResult}  
 {#isApproved} **Status:**Approved {/isApproved} {^isApproved} **Status:**Rejected {/isApproved}

## Approvals

|  |  |  |  |
| --- | --- | --- | --- |
| **Verified By** | **Designation** | **Date** | **Signature** |
| {#approvers}{name} | {designation} | {approvalDate} | {signature}{/approvers} |