

# Inspection Report (Supplier Inspection)

Report #:

## INSPECTION RESULT

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## PRODUCT DESCRIPTION

	Client Name:	
	Inspection date:	
	Your reference number:	
	P/O number:	
	Supplier Name:	
	Supplier address:	
	Contacts:	
	Product Name:	
	Potential Order quantity:	
	Reference sample available:	
Factory cooperation	Factory organization	Inspector's opinion on the factory
Or refer to Supplier Inspection report:		

## IMPORTANT REMARKS / GENERAL DEFECTS

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INSPECTION STANDARDS	
Inspection type	
Sampling standard	
Sampling level	
AQL for Critical defective	
AQL for Major defective	
AQL for Minor defective	

SUPPLIER DETAILS	
SUPPLIER BASIC INFORMATION	
Expected Result	Actual Finding /Comments
Sizes of the factory land?	
Rented or owned?	
Worker qty of factory:	
QC & QC qty of factory:	
Production qty of the factory per year	
Annual turnover:	
Investment of the factory:	
Pictures	

PARTS AND RAW MATERIAL MANAGEMENT		
Expected Result	Result	Actual Finding /Comments
Does factory do their own part manufacture?		
Does factory do their own assembling?		
Does factory do their own packing and loading?		
Have all the electronic and mechanical components been tested?		
Has the test been recorded?		
How are the parts transported between the workshops (by hand or by machine)?		
Did any parts drop during transportation?		
Pictures		

ASSEMBLING MANAGEMENT		
Expected Result	Result	Actual Finding /Comments
How many production line factory has?		
How many pieces of finish product factory can acheieve per day		
How many test steps factory has during the assembling?		
How many online inspectors factory has per line?		
Pictures		

PACKING PROCESS		
Expected Result	Result	Actual Finding /Comments
How many steps factory has to pack one finish product		
Does the factory clean the products before packing?		
Does the factory check the visual aspect before packing? How often?		
Sealing method (adhesive / staples /...)		
Does factory test the package before and after the packing process? And how?		
Pictures:		

**ADDITIONAL PICTURES****Quality documents**

Draft report

**Production lines**

**Factory Disclaimer**

Original signature from Factory Manager accepting JWB Inspection conditions  
on Shipment authorization and bribery issues

**End of the Report**