

# Quality Control Checklist for Manufacturing Process

A **quality control checklist** for the manufacturing process ensures each production stage meets established standards, reducing defects and enhancing product reliability. This checklist helps identify potential issues early, maintaining consistent quality throughout the entire manufacturing cycle. Implementing such a tool optimizes efficiency and customer satisfaction by enforcing rigorous quality measures.

## General Information

Factory Name:	_____	Date:	_____
Product:	_____	Batch/Lot No.:	_____
Inspector:	_____		

## Checklist

No.	QC Item	Standard/Criteria	Status (Pass/Fail)	Comments
1	Raw Material Inspection	Approved supplier, batch test reports		
2	Machine Calibration	Calibration within last 30 days		
3	In-process Quality Check	No visual defects, measurements within tolerance		
4	Assembly Verification	All components correctly installed		
5	Finished Product Testing	Meets functional requirements		
6	Packaging Check	No damage, correct labeling		
7	Documentation Review	Batch records, inspection reports attached		

## Corrective Actions

Issue Found	Action Required	Responsible Person	Deadline	Status

Inspector's Signature:

\_\_\_\_\_ Date: \_\_\_\_\_