

In-Process Quality Audit Checklist

Production Line

Date: _____

Time: _____

Line No: _____

Auditor: _____

Product Name: _____

Batch/Lot No: _____

Shift: _____

CHECKLIST

NO	AUDIT ITEM	CHECKPOINTS	OK	NG	REMARKS
1	Raw Material Check	Correct material, labels, storage			
2	Workstation Organization	Clean, 5S, tools in place			
3	Process Parameters	Standard operating conditions			
4	In-Process Inspection	Frequency, records, criteria			
5	Product Identification	Labeling, traceability			
6	Machine Condition	Maintenance, cleanliness			
7	Operator Practice	Standard following, attire			
8	Nonconforming Control	Segregation, marking			
9	Final Product Handling	Storage, damage prevention			

OBSERVATION / COMMENTS

AUDITOR SIGNATURE: