

Packaging Quality Assurance Checklist

Job/Batch No.

Product Name

Date

Checklist Items

Item	Criteria	Pass	Fail	Remarks
Packaging Materials	Correct specification, free from damage/defects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Labeling & Print	Correct information, legible, no misprints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Sealing	Proper closure, tamper evident where required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Cleanliness	No foreign materials or contaminants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Packed Quantity	Matches order/specification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Barcodes / Tracking	Applied where required, scannable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Carton Integrity	No broken seals, crushed corners, or tears	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Palletization	Stable stacking, correct orientation, wrapped	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Additional Observations

Inspected by:	Date:
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