

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

Additional Observations

Inspected by:

Date: