

Granulation Process Batch Record Template

Product & Batch Information

Product Name	Batch No.	
Date of Manufacture	Batch Size	
MFG. Date	EXP. Date	

Personnel Record

Activity	Name	Date	Signature
Dispensing			
Performed By			
Checked By			

Materials Used

Material Name	Lot No.	Theoretical Qty	Actual Qty	Dispensed By	Checked By

Equipment Used

Equipment Name	Equipment ID	Cleaned By	Date	Checked By

Granulation Process Details

Step/Activity	Parameter	Observed Value	Time	Operator Initials	Remarks
Dry Mixing	Time/Speed				
Granulation	Binder Addition Rate				
Wet Massing Time					
Sizing	Sieve/Screen				
Drying	Temperature/Time				
Final Blending	Time/Speed				

Yield Calculation

Theoretical Yield	
Actual Yield	
% Yield	

Remarks / Deviations

Review & Approval

Prepared By:

Name: _____

Signature: _____

Date: _____

Checked By:

Name: _____

Signature: _____

Date: _____

Approved By:

Name: _____

Signature: _____

Date: _____