

Shop Floor Tool Change Compliance List

Date:

Shift:

Line:

Supervisor:

Operator:

Machine:

Tool Change Compliance Checklist

Step / Check	Compliant (✓/✗)	Remarks	Checked By
Tool change procedure followed			
Old tool removed and tagged			
New tool batch/ID recorded			
Machine test run after change			
Product quality verified post-change			
Tool change time recorded			

Additional Notes