

Batch Manufacturing Report

Batch Information

Report No.:

Batch No.:

Date:

Component Name:

Part/Item Code:

Customer:

Production Line:

Shift:

Supervisor:

Material Details

Material Name	Material Code	Supplier	Batch/Lot No.	Quantity Used	Unit

Process Parameters

Process Step	Parameter	Set Value	Actual Value	Remarks

In-Process Quality Checks

Checkpoint	Specification	Actual Value	Result (Pass/Fail)	Remarks

Batch Output Summary

Total Output Quantity:

Units Passed:

Units Rejected:

Scrap Generated (if any):

Remarks/Observations

Production In-Charge
(Sign & Date)

Quality In-Charge
(Sign & Date)

Supervisor
(Sign & Date)