

Batch Production Record

General Information

Product Name:
Batch Number:
Manufacture Date:
Expiry Date:
Manufactured By:

Raw Materials

| Name | Lot No. | Quantity | Issued By | Date |
|------|---------|----------|-----------|------|
| | | | | |
| | | | | |

Manufacturing Process

| Step No. | Description of Activity | Time Started | Time Completed | Performed By |
|----------|-------------------------|--------------|----------------|--------------|
| | | | | |
| | | | | |

In-Process Controls

| Parameter | Specification | Result | Checked By | Date/Time |
|-----------|---------------|--------|------------|-----------|
| | | | | |
| | | | | |

Yield Calculation

| Stage | Expected Yield | Actual Yield | Yield (%) | Checked By |
|-------|----------------|--------------|-----------|------------|
| | | | | |
| | | | | |

Final Product Details

Quantity Produced:
Packaging Details:
Storage Conditions:
Remarks:

Signatures

Prepared By:

Date:
Reviewed By:

Date:
Approved By:

Date: _____