

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: _____