Plan Your Product Inspection

Connect the product reference, inspection scope and release review. Marking a box records your preparation; it does not inspect goods or approve a shipment.

☐ 1. Choose the inspection points

Identify what you need to learn before production, during manufacture, before shipment and at loading. Agree the actual readiness conditions, access and timing for each selected check. Keep the available lot and intended payment or release milestone connected to the inspection plan.

☐ 2. Write checks and acceptance references

Use the controlled specification and approved sample to define dimensions, appearance, function, packaging, labels and quantity checks. Add category-specific methods and agreed defect classifications. Record tolerances, tools and reference revisions; leave unanswered criteria visible for technical review before the inspection.

☐ 3. Agree and verify the sampling plan

Record the available lot, product scope, standard and edition, inspection level, plan conditions and AQL for the agreed defect categories. Obtain sample size and acceptance or rejection criteria from the verified standard and responsible professional. This checklist supplies no numerical lookup.

☐ 4. Choose the provider and reporting scope

Agree the relevant product competence, independence, access, inspection effort and report format. Ask what the quote includes and excludes, and how evidence and unperformed checks will be recorded. Where laboratory testing is required, define its separate method, sample and report arrangements.

☐ 5. Review evidence before release or correction

Read the lot, revision, sample basis, findings and limitations before acting on a headline result. Record the authorised disposition and any containment, correction or reinspection needed. Retain the decision owner, supplier response and evidence of effectiveness rather than closing an unresolved finding as accepted.

Keep the approved requirement, verified sampling instructions, report and disposition together. Resolve unperformed checks and material gaps before the next release decision.

Your Inspection Review Record

Complete the fields with the responsible inspection professional. Keep the actual lot, standard edition, methods and decision evidence connected.

Order, product revision, approved sample and available lot

Inspection points, readiness, access and scope

Checks, methods, references and agreed defect catalogue

Verified sampling plan, edition, criteria and reviewer

Provider, report evidence and unperformed checks

Finding, containment, correction and authorised disposition

Official sources and the limits of this record

Sources checked 19 October 2026. Actual product and inspection scope govern.

Sampling catalogue: https://www.iso.org/standard/2859-1

Report scope: ILAC accredited conformity assessment body guidance.

QC workflow: https://asgdropship.com/services/quality-control/

Corrective action: https://asq.org/quality-resources/eight-disciplines-8d

This blank plan contains no numerical sampling table or product acceptance thresholds. It does not inspect goods, verify a certificate, certify compliance or authorise shipment or payment. Obtain the verified plan and category-specific methods from the responsible professional.