Quality Control Inspection Checklist

A 20-point AQL 2.5 checklist for US importers — use before every PO ships.

Pre-Inspection Setup

- [ ] **1.** Signed inspection booking confirmed 48 hours before on-site date.
- [ ] **2.** Approved golden sample + tech pack + BOM in inspector's hands.
- [ ] **3.** Written AQL level agreed (Critical 0 / Major 2.5 / Minor 4.0 default).
- [ ] **4.** PO quantity, SKU list, packing list and shipping marks shared.
- [ ] **5.** Any US state-specific labelling requirements attached (Prop 65, CPSIA, NY Article 27).

On-Site Product Checks

- [ ] **1.** Random square-root sampling per ANSI Z1.4 / ISO 2859-1.
- [ ] **2.** Workmanship: seams, colour, stitching, surface defects graded per AQL.
- [ ] **3.** Dimensional check on 5% of sample vs tech pack tolerances.
- [ ] **4.** Functional test on 100% of electricals; drop, pull, and safety tests where applicable.
- [ ] **5.** Weight, count and barcode scan verification per master carton.

Packaging, Marking & Compliance

- [ ] **1.** Retail packaging matches artwork approval — no colour drift, no misprints.
- [ ] **2.** Country of origin, care label, and material composition legible and correct.
- [ ] **3.** US-bound cartons: shipping marks, HS code and consignee address verified.
- [ ] **4.** CPSC / CPSIA / Prop 65 / FCC / FDA labels present where required.
- [ ] **5.** Master carton drop test (1 corner, 3 edges, 6 faces) passed.

Report & Sign-Off

- [ ] **1.** Digital report delivered within 24 hours of on-site close-out.
- [ ] **2.** Photos: min. 20 product, 5 packaging, 5 loading; video clips of function tests.
- [ ] **3.** Pass / Hold / Fail verdict with defect count, defect class, and root cause note.
- [ ] **4.** Rework or re-inspection recommendation clearly stated with owner + date.
- [ ] **5.** Buyer sign-off before payment release or shipment authorisation.