



**QA Inspection and Disposition of Raw Materials Checklist**

(Ref. SOP QMS-190 Inspection, Sampling and Disposition of Incoming Goods)

<b>QIS Lot Number:</b>	
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**Item Name:**

**Item Code:**

**Specification # and Version:**

**Receiving No:** (if applicable)

**QIS Lot Number:**

**Manufacturer Lot No:**


**Documentation:**

Certificate of Analysis:

Certificate of Conformance / Sterility / Irradiation:

Import Permit:

Release Certificate:

Supplier and Manufacturer:

	Complies with Specification	Comments	Initial & Date
Certificate of Analysis:			
Certificate of Conformance / Sterility / Irradiation:			
Import Permit:			
Release Certificate:			
Supplier and Manufacturer:			

**Visual Inspection:**

ID of product checked and confirmed against QIS:

Containers clean, undamaged, sealed:

Sterility/ irradiation labels applied to each carton:

Each container has supplier/ manufacturer ID/Batch No:

Each container has "under test" label applied:

Peptones: Each container has "Bio-security Controlled" label applied:

	Result	Comments	Initial & Date
ID of product checked and confirmed against QIS:			
Containers clean, undamaged, sealed:			
Sterility/ irradiation labels applied to each carton:			
Each container has supplier/ manufacturer ID/Batch No:			
Each container has "under test" label applied:			
Peptones: Each container has "Bio-security Controlled" label applied:			

QIS Lot Number:	
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**Sampling:**

Sampling Required:

Sampling Plan:

No. of containers to be sampled:

Test Samples taken (as per [WAR-045 Sampling of Raw Materials](#)):

Chemical Tests:

Micro Tests:

Retention Samples taken and logged (as per QMS-195 Retention Sample Management):

Retention Sample:

Test Samples forwarded to QC:

Yes	No	Retention Only	
Sign	Date	Sample Qty ID	Sample Qty Composite
		NA	
Sign	Date	Sample Qty	
Sign	Date	Comment	

**Laboratory Test Results:**

1. QC Certificate of Analysis attached (Yes/No)

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

2. Microbiological Results attached (Yes/No)

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

QIS Lot Number:	
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Deviations (List below)	Status	Comments

<b>Comments:</b>

**Material complies with Specification:** (Yes/No)

**Disposition:** (Released / Reject)

**Retest Date:** (If applicable)

**Expiry Date:** (If applicable)

**QA Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_