

PUBLIC  
SAMPLE

# Public Sample Inspection Report

Illustrative pre-shipment inspection structure - all details are fictional

## IMPORTANT

This sample is reconstructed from the field structure and decision flow used in inspection reporting. All names, values, product details, images and findings are illustrative. It is not a client report and must not be used as evidence for a real shipment.

## 1. General information

|                  |                                                   |
|------------------|---------------------------------------------------|
| Report number    | SAMPLE-PSI-001                                    |
| Product          | Private-label metal storage rack                  |
| Purchase order   | PO-SAMPLE-2408                                    |
| Ordered quantity | 500 units                                         |
| Client           | REDACTED / illustrative buyer                     |
| Supplier         | REDACTED / illustrative factory                   |
| Inspection date  | Illustrative date                                 |
| Location         | Asia - factory location withheld                  |
| Inspection stage | Pre-shipment inspection                           |
| Sample size      | 80 units - illustrative Level II planning example |

## 2. Executive summary

| Section            | Status | Key observation                                                            |
|--------------------|--------|----------------------------------------------------------------------------|
| Quantity           | PASS   | Available quantity matched the packing list in this example.               |
| Workmanship        | ACTION | Repeated coating marks and loose fasteners require supplier correction.    |
| Product conformity | PASS   | Measured dimensions and visible components matched the approved reference. |
| Packaging          | ACTION | Void space was found in selected cartons; protection should be improved.   |
| Labels and barcode | PASS   | Illustrative barcode scans returned the expected SKU data.                 |

### 3. Defect findings

| Classification | Count | Illustrative finding                              | Required follow-up                                      |
|----------------|-------|---------------------------------------------------|---------------------------------------------------------|
| Critical       | 0     | No illustrative critical defect recorded.         | Escalate immediately if found.                          |
| Major          | 5     | Loose fasteners affecting stable assembly.        | Rework affected units and inspect the repeated process. |
| Minor          | 7     | Visible coating marks on non-functional surfaces. | Sort and touch up to the approved finish standard.      |

The example counts above do not represent a real order and are not acceptance or rejection limits. Applicable sampling and defect thresholds must be agreed for the actual project.



Illustrative defect-evidence image from the public API website.



Illustrative packaging and label-evidence image from the public API website.

## 4. Decision-ready conclusion

ILLUSTRATIVE STATUS

**HOLD FOR CORRECTION AND REVIEW**

|     | Checkpoint                 | Requirement / notes                                                                   |
|-----|----------------------------|---------------------------------------------------------------------------------------|
| [ ] | <b>Supplier action</b>     | Sort all units for loose fasteners and repeated coating marks.                        |
| [ ] | <b>Correction evidence</b> | Provide dated photos, corrected-unit count and updated packing confirmation.          |
| [ ] | <b>Packaging action</b>    | Reduce carton void and confirm protective material against the approved standard.     |
| [ ] | <b>Buyer review</b>        | Compare correction evidence with the PO, specification and risk tolerance.            |
| [ ] | <b>Reinspection</b>        | Book follow-up inspection if the buyer needs independent confirmation before release. |
| [ ] | <b>Shipment decision</b>   | Only the buyer or authorized decision-maker approves release.                         |

### What a useful report should let the buyer decide

A report should connect sampled evidence to a practical decision: approve shipment, request sorting or rework, replace affected goods, hold the shipment, arrange follow-up inspection, or reject release. A simple pass/fail label without photos, quantities, defect patterns and comparison evidence is not enough.

### Multilingual note / Note multilingue / Nota multilingüe

EN: This public sample explains structure, not a real result.

FR : Cet exemple public illustre la structure, pas un résultat réel.

ES: Este ejemplo público ilustra la estructura, no un resultado real.