

Sample Inspection Report

Document ID: OS-QC-RPT | Version: v1.0 | Use for: pre-production samples, golden samples, or first-article inspections (FAI)

A. Basic Information

Customer / Project	_____
Supplier / Factory	_____
Product / SKU	_____
Sample Type	Pre-production / Golden sample / First Article / Other: _____
Sample Qty	_____ pcs/sets Received Date: _____ Report Date: _____
Drawing / Spec Reference	Rev: ____ Drawing No.: _____ Customer spec: _____
Applicable Standard(s)	AS/NZS 1170 / ASCE 7 / Eurocode / ISO 9001 / Other: _____

B. Visual & Workmanship Evaluation

- Appearance acceptable (no dents, scratches, stains, coating defects).
- Edges deburred and safe to handle.
- Markings/labels correct (SKU, alloy/grade, lot).
- Packaging for sample shipment adequate.

C. Dimensional Measurements

Record critical-to-quality (CTQ) dimensions. Attach additional sheets if needed.

No.	CTQ Dimension	Spec	Tol.	Sample 1	Sample 2	Sample 3	Result
1							PASS/FAIL
2							PASS/FAIL
3							PASS/FAIL
4							PASS/FAIL
5							PASS/FAIL
6							PASS/FAIL

Measurement Equipment: Caliper / Micrometer / Gauge / Torque wrench — Equipment ID:
_____ Calibration due: _____

D. Functional / Fit Tests (as applicable)

- Clamp engages rail slot correctly and seats fully.
- Torque test performed: target torque ____ N·m; no stripping or slippage observed.
- Splice alignment OK; rail straightness within spec after joining.
- Grounding feature effective (visual bite/pin contact verified).
- Gasket/EPDM fit and seal line continuity verified (for tin roofs).

E. Findings & Corrective Actions

Issue	Details	Severity	Requested Action	Owner	Target Date
1		C/M/m			
2		C/M/m			
3		C/M/m			

F. Conclusion

Overall Result (circle)	PASS / PASS WITH CONDITIONS / FAIL
Conditions (if any)	_____ _____
Next Step	Approve for mass production / Re-sample / Engineering review / Other: _____

G. Signatures

Inspector	_____ Date: _____
Supplier Representative	_____ Date: _____
Customer / OmniSol Approval	_____ Date: _____

Attachments: Photos (front/back, close-up of defects), measurement records, drawings/specs, torque test notes.