

	Plant 1		
	104, Garnet Bay, near Four Point by Shereton Hotel, Clover Park, Viman Nagar, Pune, Maharashtra 411014		

Format Title :	Physical Inspection Report of Received RM /PM		
Format No.:	F/SOP/WR/002/02-01	Page No.:	1 of 2
Ref. SOP No.:	SOP/WR/002		

Receipt Date :-		P.O. No & Date :- PO/00522/25-26,	
Delivery Challan / Invoice No. & Date :- ,			
Material Code :- RM00041			
Material Description :-			
Supplier Name :-			
Manufacturer Name :-			
Check Points to be verified		Remark	
Any Objectionable Item			
Vehicle Cleanliness			
Air Curtain / Insectocutar should be ON			
Materials Received From Approved Vendor			
Intactness of Pack / Container			
COA of RM and PM			
Seal to the Pack / Container			
Remaining Shelf Life of material as per specified limit.			
Vendor Batch / Lot No.	Mfg. Date	Exp. Date /Retest Date / Best Before Date	

Checked By & Digital Signed By				 Approved By & Digital Signed By			
Name	:master			Name	:master		
ID	:	Department	:Stores	ID	:	Department	:Stores
Designation	:			Designation	:		
Date	:01-01-1970	Time	:05:30:00	Date	:01-01-1970	Time	:05:30:00
For, Plant 1				For, Plant 1			
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