



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	

	PREPARED BY	REVIEWED BY	APPROVED BY
Name			
Sign/Date			
Designation			
Department			