VELNARK
INSPECTION SERVICES

SAMPLE REPORT · EXAMPLE DATA

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In-process Inspection Report

REPORT NO.	DATE	STAGE	PROJECT
VNK/IR/25-26/0011 · Rev 0	21 March 2026	ITP-3.0 · Witness point	Project 4471-A

ITEM	CLIENT	VENDOR
Item 04 — Quadcopter / UAV frame assembly, 500 nos	Example Client Pvt. Ltd.	Example Aerotech Works

LOCATION	INSPECTOR
Vendor works, Bhiwandi, Maharashtra	A. Inspector, Velnark

1 · Scope

Stage inspection of frame bonding, motor mounting, ESC soldering and harness routing on the first 120 assemblies of lot 1, against work instruction WI-07 rev 2 and the agreed ITP.

2 · Reference documents

Work instruction WI-07 rev 2 (frame and motor assembly)
Drawing DRG-4471-02 rev B
Torque specification TS-4471 rev 1
Agreed Inspection & Test Plan ITP-4471 rev 1

3 · Checks and observations

#	ITEM	REQUIREMENT	OBSERVED	RESULT
1	**Frame bonding**	Adhesive per WI-07; cure 24 h at 20–30 °C	Approved adhesive in use; cure log complete, 22–27 °C	Accepted
2	**Motor mount screws**	M3 × 8, torque 1.2 Nm, thread-lock applied	16 of 16 checked on 10 units: 1.15–1.25 Nm	Accepted
3	**ESC solder joints**	IPC-A-610 class 2, no cold joints	Inspected 40 joints under magnification; 0 rework	Accepted
4	**Arm alignment**	Within 0.5 mm of datum on jig	0.1–0.3 mm on 10 units	Accepted
5	**Harness routing**	Per WI-07 fig. 4; no contact with arm edges	2 of 10 units with harness touching arm edge	Punch
6	**Work instruction at station**	Current revision displayed	WI-07 rev 2 displayed at all 4 stations	Accepted
7	**Technician qualification**	Records on file for all operators on this line	9 of 9 on record; 2 due for refresher in May	Noted

4 · Findings

REF.	SEVERITY	FINDING AND REQUIRED ACTION	OWNER	DUE
P-02	Minor	Harness contacting arm edge on 2 units; add the edge grommet shown in WI-07 fig. 4 and re-check all 120 units.	Vendor production	25 Mar 2026

5 · DISPOSITION

Accepted with punch list

Stage released. P-02 to be closed with photographic evidence before final inspection.

52 photographs, 2 videos, 7 documents filed against ITP-3.0.

Inspector, Velnark

Vendor representative

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