VELNARK
INSPECTION SERVICES

SAMPLE REPORT · EXAMPLE DATA

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Pre-Dispatch Inspection Report

REPORT NO.	DATE	STAGE	PROJECT
VNK/IR/25-26/0019 · Rev 0	02 May 2026	ITP-6.0 · Hold 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

Pre-dispatch inspection of lot 1 (250 nos) after closure of P-14: packing, labelling, battery packing, spares, shipping marks and completeness of the document dossier.

2 · Reference documents

Packing specification PS-4471 rev 1
Packing list PL-4471-01; shipping marks per client instruction of 28 Apr 2026
Reports VNK/IR/25-26/0007, 0011, 0014, 0016 and P-14 closure evidence

3 · Checks and observations

#	ITEM	REQUIREMENT	OBSERVED	RESULT
1	**Unit packing**	Foam-lined carton per PS-4471; 1 unit per carton	250 cartons; sampled 15, all per specification	Accepted
2	**Battery packing**	Cells ≤ 30 % charge, UN3481 marking	Sampled 15 packs: 28–30 %; markings present	Accepted
3	**Serial labels and carton labels**	Match packing list	250 of 250 match PL-4471-01	Accepted
4	**Loose spares**	Per spares list: 20 props, 4 arms, 2 ESCs	Counted and tagged in carton 251	Accepted
5	**Shipping marks**	Per client instruction; consignee, PO, carton no.	Correct on 20 of 20 sampled; 1 pallet label torn	Noted
6	**Document dossier**	All stage reports and closures present	Complete; P-14 closure re-witnessed 26 Apr	Accepted

4 · Findings

No non-conformances raised at this stage.

5 · DISPOSITION

Accepted

Inspection release note IRN-4471-01 issued. Lot 1 released for dispatch; torn pallet label replaced on site.

46 photographs, 1 video, 9 documents filed against ITP-6.0.

Inspector, Velnark

Vendor representative

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