

STANDARD TEST METHOD

VISUAL INSPECTION

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PART A: RAW MATERIAL INSPECTION PROCEDURE:

1. Check branding to determine if type or grade of material is correct as per raw material specifications.
2. Check the product for and note the batch number. Note the date of manufacture and/or expiry date for this shipment
3. Check the packaging for damage.
4. Check the physical characteristics of the material such as colour, particle size, smell, flow and any other characteristics which can be assessed visually that are not covered by specific acceptance tests. These should be comparable to the reference sample retained in the QA lab and/or relevant photographs (for those materials whose appearance changes with time).
5. Check for foreign matter.
6. A certificate of analysis (C of A), or equivalent, must be provided with each shipment. The C of A should list the supplier's test results for every batch of product supplied and an expiry date where applicable.

Note: If a supplier cannot provide C or A's for every shipment due to their manufacturing processes, they will still be required to provide product data a regular basis as agreed by both FMP and the supplier.

7. The materials shall be deemed non-conforming if:-
 - (i) The C of A (or equivalent) has not been provided.
 - (ii) The results of tests contained on the certificate do not conform to the suppliers specifications.
 - (iii) The product does not conform to FMP's acceptance specifications.
 - (iv) The product does not meet the visual acceptance criteria listed in items 1, 4 & 5 above.
 - (v) The product is outside the manufacturer's expiry date and the shelf life as stated on the B8D document.
 - (vi) The packaging is damaged to such an extent that the product may have become contaminated.

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	5.	Updated, and 4 (iv) added.	06.12.93	YG	LR	
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PART B: HARDWARE AND PRODUCT INSPECTION PROCEDURE:

1. Check branding to determine if the part number and its material is correct as per specifications.
2. Check the physical characteristics of the product and compare to retention QA samples.
3. Measure critical dimensions of the product against the drawing for as per the inspection plan.
4. The materials shall be deemed non-conforming if:-
 - (i) The product does not meet visual acceptance criteria
 - (ii) The product does not meet FMP specifications.

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