

# Quality Assurance Activity Checklist

Name: \_\_\_\_\_  
Date(s): \_\_\_\_\_  
Company: \_\_\_\_\_



## Specifications

Establishing and maintaining specifications for raw materials, semi-finished products, processes, and end products to ensure compliance with legislation, quality standards, and customer requirements.

## Quality Activities

Ensuring product and process quality through well-defined procedures, clear job descriptions, and assigned responsibilities that meet legislative, quality, and customer requirements.

## Traceability

Maintaining comprehensive records throughout the supply chain to ensure compliance with legislation, quality standards, and customer requirements. This promotes transparency and builds consumer trust.

## Assessment

Assessing product and process parameters, along with associated procedures, job descriptions, and responsibilities, to ensure compliance with legislation, quality standards, and customer requirements.



### Quality Standards

Compliance Activity	Activity Check	Time Spent	Remarks
Standards requirements	<input type="checkbox"/>	:	
Operational framework	<input type="checkbox"/>	:	
Test, certification, body informed	<input type="checkbox"/>	:	
HACCP, TACCP, VACCP, standard based practice	<input type="checkbox"/>	:	



### Customers & Consumers

Compliance Activity	Activity Check	Time Spent	Remarks
Product and process requirements	<input type="checkbox"/>	:	
Demand and Information Center	<input type="checkbox"/>	:	
Products, specifications	<input type="checkbox"/>	:	
Customer satisfaction, consumer needs	<input type="checkbox"/>	:	



### Food Company

Compliance Activity	Activity Check	Time Spent	Remarks
Product, process and people requirements	<input type="checkbox"/>	:	
Training, support, procedures, quality documentation and database	<input type="checkbox"/>	:	
Ingredients, semi-products, final products	<input type="checkbox"/>	:	
Business system	<input type="checkbox"/>	:	

## Remarks

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### Remarks

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## A 10x10 grid of dots on a light gray background. The dots are arranged in a regular pattern, with 10 dots per row and 10 dots per column, totaling 100 dots. The dots are small, dark gray circles. The background is a solid light gray color.