

First-Article & Batch Inspection Plan

Template for drawing-based professional audio components

PROJECT / CUSTOMER	PART NAME	DRAWING / REVISION	PROCESS / MATERIAL	LOT / SAMPLE QTY

1. Controlled Inputs

Drawing control	Drawing number, revision, units, general tolerances and approved change status.	
Material & purchased parts	Material grade/condition, certificates where required, inserts, pins, fasteners and seals.	
Application interfaces	Mating CAD, assembly datums, driver/cabinet clearances, load direction and service access.	
Appearance & finish	Visible zones, color/texture master, finish thickness, masking and cosmetic limits.	
Inspection agreement	Critical features, methods, sampling, records, retention and approval responsibility.	

2. Professional Audio Risk Review

Structural / rigging	Material identity, load path, hole position, pins, joining, edges and finish interfaces.	Customer drawing / written standard / approved sample
Acoustic	Horn/waveguide surfaces, grille open area, foam stack, driver clearance and cabinet fit.	Customer drawing / written standard / approved sample
Thermal / electronics	Contact-face flatness, threads, airflow, connector cutouts, masking and electrical clearances.	Customer drawing / written standard / approved sample
Cosmetic / environmental	Visible zones, texture, color, seals, drainage, corrosion and pack protection.	Customer drawing / written standard / approved sample

Inspection Record

Dimensions, function, appearance and assembly

3. Dimensional & Functional Characteristics

1	Critical datum & overall envelope	Drawing / written requirement	_____	_____	_____	PASS / HOLD
2	Rigging / mounting hole position	Drawing / written requirement	_____	_____	_____	PASS / HOLD
3	Mating fit or assembly interface	Drawing / written requirement	_____	_____	_____	PASS / HOLD
4	Thread / insert / fastener engagement	Drawing / written requirement	_____	_____	_____	PASS / HOLD
5	Flatness / profile / formed geometry	Drawing / written requirement	_____	_____	_____	PASS / HOLD
6	Acoustic opening / grille pattern	Drawing / written requirement	_____	_____	_____	PASS / HOLD
7	Finish / masking / coating boundary	Drawing / written requirement	_____	_____	_____	PASS / HOLD
8	Label / marking requirement	Drawing / written requirement	_____	_____	_____	PASS / HOLD

4. Visual & Workmanship Checklist

CNC parts	Burrs removed; edges, threads, bores and cosmetic faces within agreed limits.	Drawing / approved sample / written standard	_____
Sheet metal & grilles	Hole pattern, bends, welds, hardware, edges and coating checked.	Drawing / approved sample / written standard	_____
Molded parts	Flash, sink, warpage, gate/ejector zones, texture, color, inserts and fit checked.	Drawing / approved sample / written standard	_____
Rigging hardware	Identity, material record, critical geometry, locking parts and retention checked.	Drawing / approved sample / written standard	_____
Surface finish	Color/texture master, continuity, masking, contact faces and visible zones checked.	Drawing / approved sample / written standard	_____
Assembly	Correct parts, orientation, fasteners, connectors, cable retention and kit count checked.	Drawing / approved sample / written standard	_____

Release & Pack-Out

Final review before shipment

5. Packaging & Shipment Release

Quantity & identification	Part number, revision, quantity, batch/lot and labels match the approved order.	
Surface protection	Cosmetic and functional surfaces protected against contact, abrasion, moisture and movement.	
Kit completeness	Pins, tethers, fasteners, brackets, inserts and accessories counted and packed as specified.	
Export pack-out	Inner pack, carton, pallet, shipping marks and requested photographs completed.	
Document package	Agreed inspection, material, finish, assembly or pack-out records included or retained.	

6. Approval & Release

PREPARED BY	QUALITY REVIEW	CUSTOMER / PROJECT APPROVAL	RELEASE DECISION
Name / date: 	Name / date: 	Name / date: 	■ Release ■ Hold

How to use this sample

This template illustrates the structure of a possible project record. Actual characteristics, tolerances, inspection methods, sample size, validation, document retention and approval responsibilities are agreed for each purchase order. Structural ratings, acoustic performance, regulatory compliance and system certification remain the responsibility of the customer's qualified design authority and nominated test partners.