Acceptance Criteria Listing

Award Number:
Award Line No:

Requisition Number:
Req Line No:

Requestor Name:
Recipient Name:
QAR Name:
Supplier:

Date Created:
Requestor Division:
Procurement Specialist:

Item Description:
Item Name:
Is this a non-inspectable item (shipping fee, discount, expedite fee, etc.)?
If yes, skip to next purchased line item (if any).
Part Number:
Quantity Ordered:
Serial Number(s): _____

Date Promised:
Date Received: _____
Yes ☐ No ☐
QA Level:
Quantity Received: _____
Quantity Inspected: _____

Inspection Location: _____ Inspector Name: _____

Date Inspected: _____ Date Accepted or Rejected: _____

Is there a nonconformance? Yes No
If yes, Nonconformance Report (ANL-626A) Numbers: _____
Reference LMS-PROC-3 Control of Nonconforming Items

Basic Acceptance Criteria

		Status		
		Accept	Reject	NA
1	Inspect for shipping damage	☐	☐	☐
2	Verify correct quantity	☐	☐	☐
3	Verify that item is not suspect/counterfeit in accordance with LMS-PROC-47	☐	☐	☐
4	Verify item or service meets purchase requirements	☐	☐	☐
5	If applicable, verify item shelf life requirements _____	☐	☐	☐

Specific Acceptance Criteria

Enter specific criteria or check NA

☐ ☐ ☐

Inspector Signature: _____ Date: _____

Other Approval (If required): _____ Date: _____

Inspector Comments / Notes:

Associated documents: LMS-PROC-49 Job Aid, LMS-PROC-49 Receipt Inspection, LMS-PROC-47 Control of Suspect/Counterfeit Items