

# RSJ INSPECTION<sup>TM</sup> SERVICE PVT. LTD.

---

## INSPECTION PROCESS FLOW



# Inspection Process

**At the time of initial discussion,  
Often client ask us :**

**“Can you explain in detail  
about your Inspection Process &  
the steps involved in it ?”**

**HERE WE TRIED TO ANSWER THE SAME**



# Inspection Process Flow steps

**STEP 1** • ORDER BOOKING

**STEP 2** • ORDER VALIDATION

**STEP 3** • COST CONFIRMATION & INVOICING

**STEP 4** • FACTORY CONFIRMATION

**STEP 5** • PROTOCOL PREPARATION

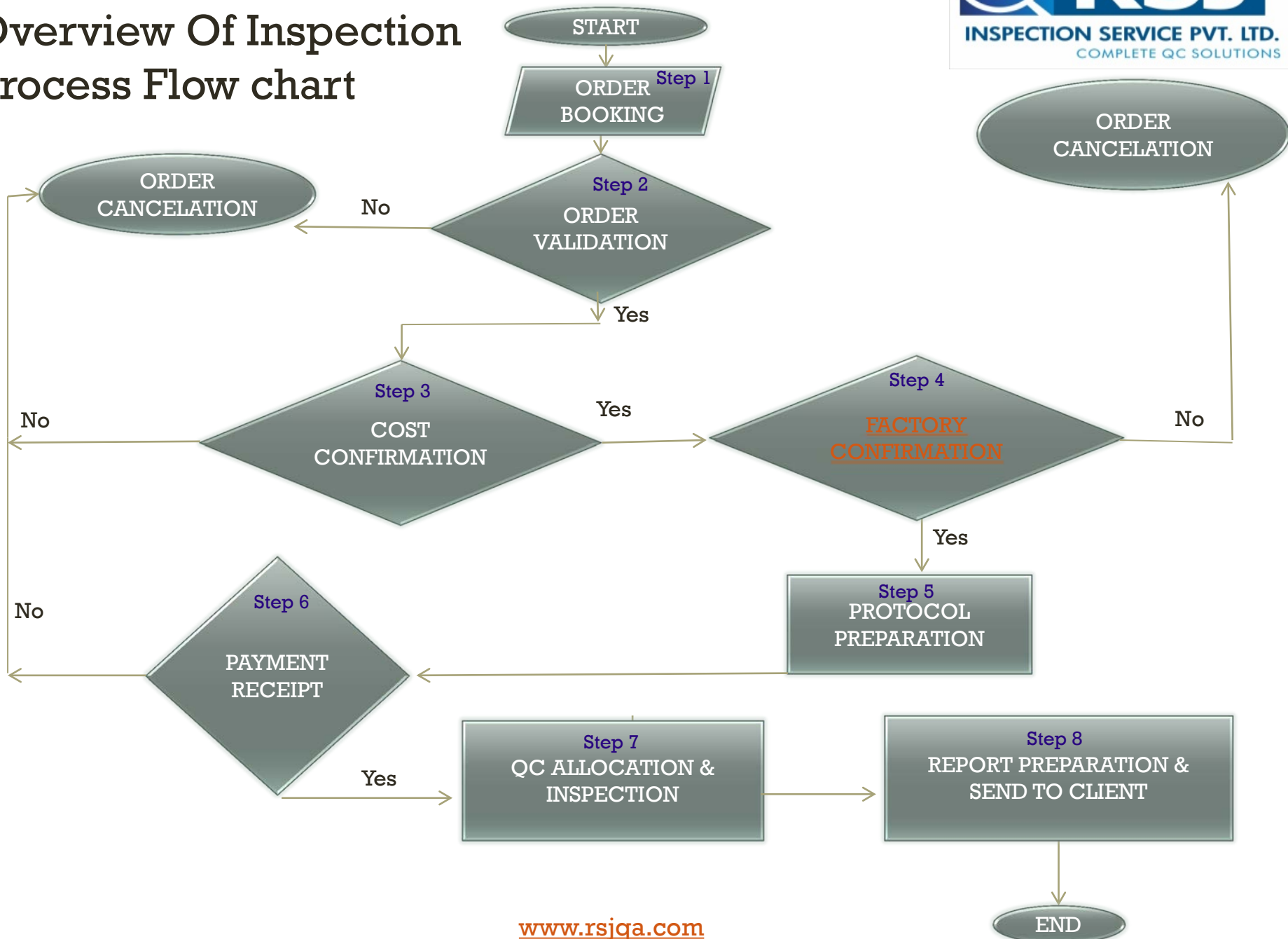
**STEP 6** • PAYMENT RECEIPT

**STEP 7** • QC ALLOCATION & INSPECTION

**STEP 8** • REPORT PREPARATION, REVIEW & SEND TO CLIENT



# Overview Of Inspection Process Flow chart



**Step 1**

# Order Booking

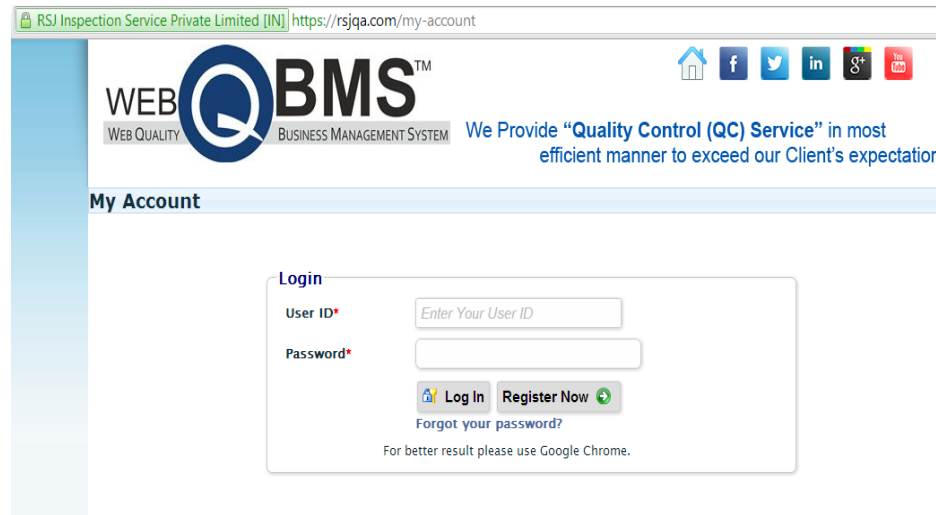
**BOOK ONLINE**

❑ **How?:** Book your order through WEB**Q**BMS (our secured portal)

❑ **Requirements**

- Order details
- Factory contact details
- Specification sheet
- Labeling /details
- AQL standard to follow
- Approved sample
- Sample history – Any specific quality check point

**Timelines:** 5 working days in advance from desired inspection date

RSJ Inspection Service Private Limited [IN] https://rsjqa.com/my-account

WEB**Q**BMS™  
 WEB QUALITY BUSINESS MANAGEMENT SYSTEM

We Provide "Quality Control (QC) Service" in most efficient manner to exceed our Client's expectation

My Account

**Login**

User ID\*

Password\*

[Log In](#) [Register Now](#)

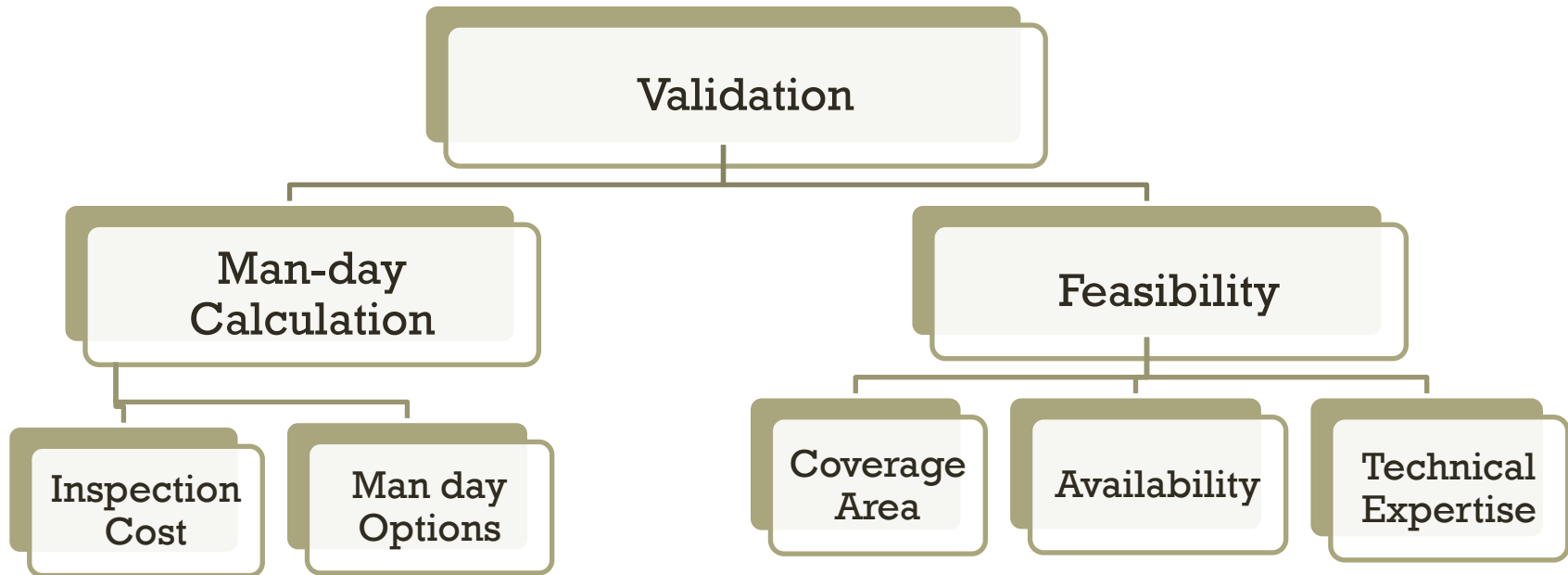
[Forgot your password?](#)

For better result please use Google Chrome.

**Step 2**

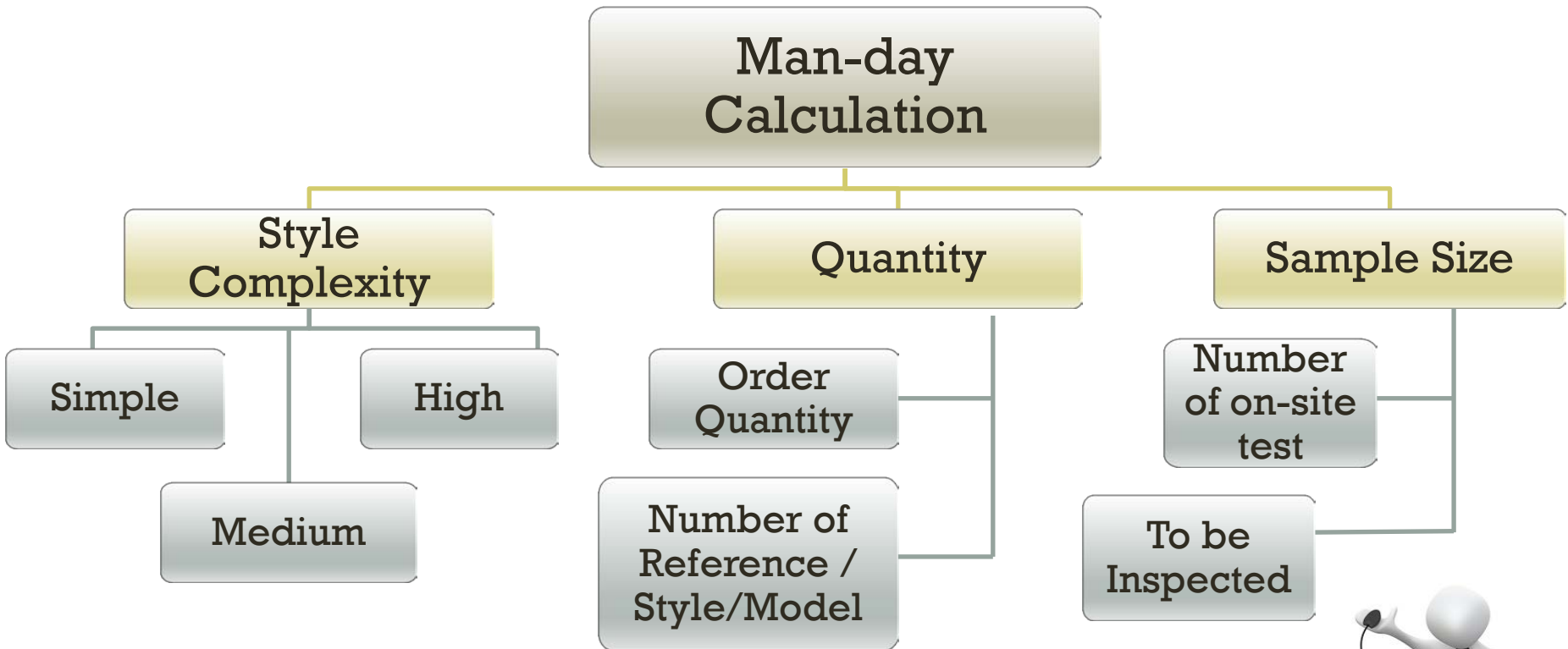
# Order Validation

Validation



**Time Lines:** Within 1 working day after order booking

# Order Validation Cont.... “Man-day Calculation”



❑ **Man-day:** Work load of 1 QC in one working day

❑ You may use our online [Man-Day Calculator](http://www.rsjqc.com) to get an idea

**Step 3**

# Cost Confirmation & Invoicing

- Client send confirmation to RSJ team about inspection cost & number of man-days
- RSJ Accounts team will prepare the Performa Invoice & sent to Client for the payment





**Step 4**

# Factory Confirmation

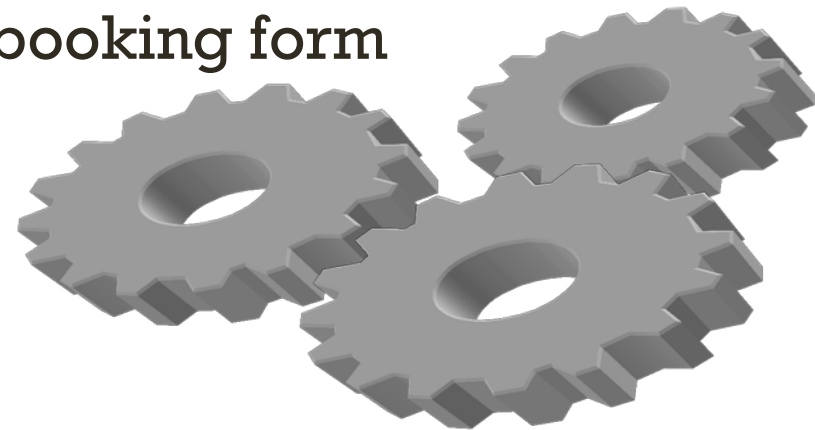
RSJ request the factory to confirm the below

- Inspection date & Offered quantity
- Factory address
- Terms & Condition



## **Requirements at the time of Inspection**

- Readiness of the committed quantity at committed location
- carton stacking as confirmed in booking form
- Adequate lighting
- Adequate Inspection space
- Required manpower assistance



**Step 5**

# Protocol Preparation

We prepare customized pre-fill check list i.e. protocol for each inspection

## Advantages

- Helps to improve efficiency / effectiveness of inspection
- Help to check client input completely (i.e. if any important requirement missing from client end )
- Guidance to QC – Easy to understand
- Works as an mistake proofing tool
- Reduce the QC workload

**Step 6**

# Payment Receipt

- Payment has to be paid in advance by our new client
- Payment receipt confirmation to client



**Step 7**

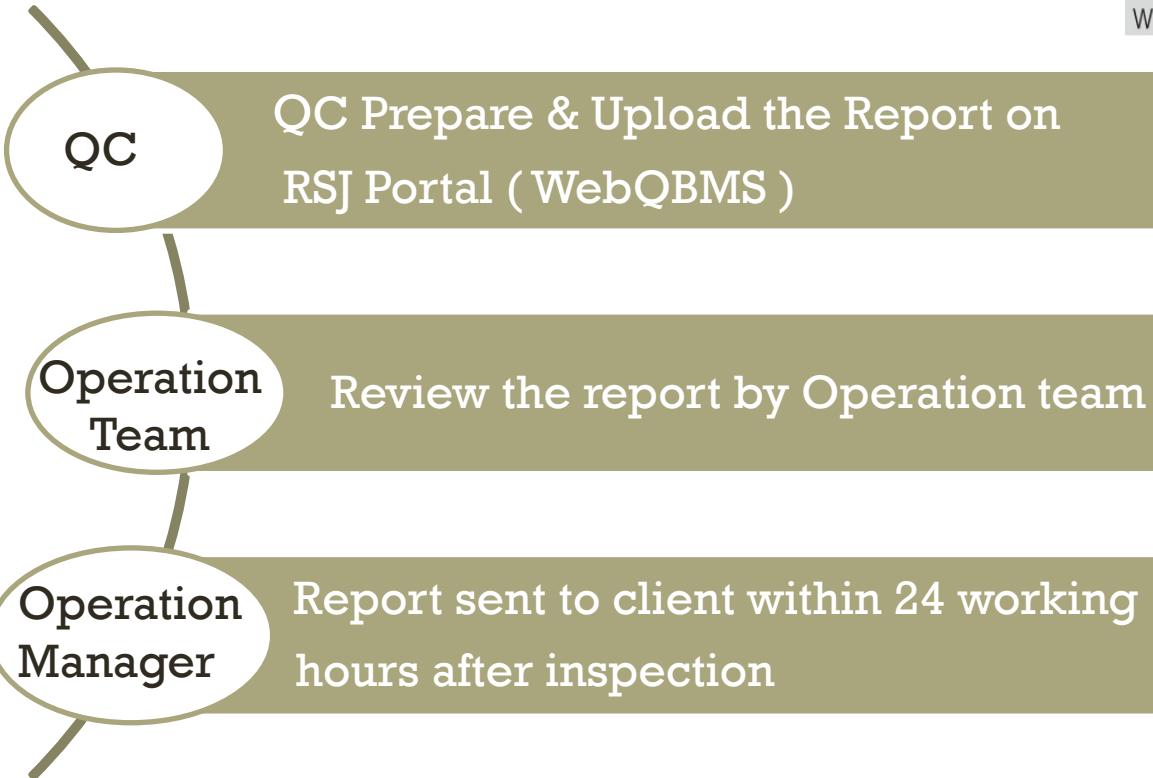
# QC Allocation & Inspection

- ❑ Allocate a experienced & expertise QC on that particular product category
- ❑ Arrangement for travel (planning)
- ❑ Conduct the inspection
  - Provided information by client
  - Following International standard
  - Based on prepared protocol



**Step 8**

# Inspection Report



**Client can make decision on shipment, based on the findings**



For more Details please log on to  
our Website

[www.rsjqa.com](http://www.rsjqa.com)

Or

Contact us at

[inspectionprocess@rsjqa.com](mailto:inspectionprocess@rsjqa.com)



Thank You

