HEXATECH	PROJECT DEPARTMENT	Issue No.: 1	Document Effective Date: 01 Mar 2017	Page 1 of 1
	Materials Receipt Inspection Checklist	Revision No.: 1		Document Ref: PD-REC-MRIC

Project Name: MRIC No.: Date:

Item	Vendor Name	Quotation/ D.O No.	100% or Random Inspection	Materials Description	Brand Name	Qty	Dimension (Size, Thickness, etc.)	Material Quality	Packing/ Content Condition (Good / Not Good)	Accept or Reject	Defect Desc.	Reject Qty	Reject %	Remarks

Remarks:	Inspected by:	Verified by:	Recorded / filed by:
	Signature: Name: Appointment: Date:	Signature: Name: Appointment: Date:	Signature: Name: Appointment: Date: