# Sample Evaluation Checklist

Systematic protocol — 20 criteria across 4 evaluation dimensions

Complete within 7 days of receipt · Score 1 (Fail) to 5 (Excellent) per criterion

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**HOW TO USE: Click any score box (1–5) per criterion. Add notes in gray fields. Save and email back.**

Score Guide: 1 = Fail (does not meet spec) 2 = Poor (significant concern) 3 = Pass (meets minimum)
4 = Good (meets expectation) 5 = Excellent (exceeds expectation)

Total Score: 80%+ = Approve 60–79% = Conditional <60% = Reject (Max 95 points, 19 scored criteria)

— SECTION 1 / 4

## Sample Identification & Receipt Information

**NuCoreBio Order / Sample Reference**

**Date Sample Received**
*e.g. 2026-03-15*

**Product Name / Formula**

**Batch / Lot Number (from COA)**
*Must match label*

**Dosage Form**
*Capsule / Powder / Tablet / Gummy*

**Net / Fill Weight per Unit**
*e.g. 500mg/capsule*

**Your Company / Brand Name**

**Evaluator Full Name**
*Person completing this form*

**Packaging / Shipping Condition on Arrival:**

- ☐ Excellent — intact, undamaged
- ☐ Good — minor cosmetic issues
- ☐ Concern — describe in notes
- ☐ Damaged — describe in notes

— SECTION 2 / 4

## Physical & Organoleptic Evaluation

| Evaluation Criterion | 1-Fail | 2-Poor | 3-Pass | 4-Good | 5-Excel | Notes / Specific Obs |
|---|---|---|---|---|---|---|
| **2.01 Appearance — Color & Surface Quality**<br>*Color uniformity, no mottling, correct size/shape/color for dosage form* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **2.02 Fill Weight Consistency**<br>*Weigh 10 units. Each within ±5% of stated fill weight. CV <3% ideal.* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **2.03 Odor / Aroma Profile**<br>*Characteristic of active ingredients; absent: rancidity, off-notes, chemical co* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **2.04 Capsule / Package Seal Integrity**<br>*No cracks, leaking, splitting; band intact; blister seal unbroken* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **2.05 Texture / Dissolution (Powders/Gummies)**<br>*Particle size uniform; powder dissolves easily; gummy texture appropriate* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **2.06 Disintegration Time**<br>*Capsule disintegrates <30 min in 37°C water per USP <701>. Record actua* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **2.07 Supplement Facts Panel Accuracy**<br>*Every ingredient, dose, and unit matches COA. % Daily Values correct.* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **2.08 Packaging Information Completeness**<br>*Lot number, mfg date, expiry, directions, warnings, contact info all present* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |

— SECTION 3 / 4

## Analytical Documentation Review (COA Verification)

*Review the Certificate of Analysis and all supporting documents provided with this sample.*

| Evaluation Criterion | 1-Fail | 2-Poor | 3-Pass | 4-Good | 5-Excel | Notes / Specific Obs |
|---|---|---|---|---|---|---|
| **3.01 COA from ISO/IEC 17025 Accredited Lab**<br>*Lab accreditation status. Supplier-only COA = lower confidence. 3rd-party p* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **3.02 Active Marker Potency — within ±5% of label claim**<br>*e.g. "Withanolides 5.2%" vs stated "≥5%". HPLC method stated.* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **3.03 Heavy Metals — all 4 within USP <232> limits**<br>*Pb ≤1ppm, Cd ≤0.3ppm, As ≤1ppm, Hg ≤0.1ppm. ICP-MS preferred.* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **3.04 Microbial Panel — complete and passing**<br>*TPC, TYMC, E. coli (absence/g), Salmonella (absence/25g), S. aureus (abs* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **3.05 Pesticide Residues — screened and within limits**<br>*EU MRL or USP <561>. GC-MS or LC-MS multi-residue. Method and limits* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **3.06 Batch / Lot Number Cross-Reference Consistent**<br>*COA lot = label lot = shipping document. Any mismatch = document integrit* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |
| **3.07 Dates Consistent (mfg date + shelf life = expiry)**<br>*Mfg date + shelf life claimed = expiry date. Logical and consistent.* | 1 ☐ | 2 ☐ | 3 ☐ | 4 ☐ | 5 ☐ | |

— SECTION 4 / 4

## Consumer Experience & Efficacy Assessment

*Conduct internal consumption trial where appropriate. Assess perceived consumer experience over 3–7 days.*

| Evaluation Criterion | 1-Fail | 2-Poor | 3-Pass | 4-Good | 5-Excel | Notes / Specific Obs |
|---|---|---|---|---|---|---|
| **4.01 Swallowability / Ease of Consumption** *Capsule size appropriate; no difficulty swallowing; powder mixes easily in li* | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 | |
| **4.02 Taste / Palatability (if applicable)** *No unacceptable aftertaste; flavor matches stated profile; no chemical/meta* | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 | |
| **4.03 Perceived Onset of Effect** *Bio-Speed™ formulas: expect perceptible effect within 30–45 min of first do* | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 | |
| **4.04 Post-Consumption Experience (24–48h)** *Absence of GI discomfort, nausea, adverse events. Positive subjective feed* | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 | |
| **4.05 Overall Product Experience / Re-use Intent** *Would you continue using? Strong predictor of real-world consumer repeat* | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 | |

**OPTIONAL: Independent 3rd-Party Verification**

We strongly encourage independent lab verification. Use our Third-Party Lab Directory (NCB-DIR-021).

Independent test ordered? ☐ Yes ☐ Yes ☐ No ☐ ☐ Pending ☐ N/A

Result matches NuCoreBio COA (±10%)? ☐ Yes ☐ No ☐ See notes ✗ ☐ N/A

— OVERALL DECISION

## Final Assessment & Go / No-Go

**SCORING SCALE**

Max 95 pts (19 criteria × 5) | ≥76 pts (80%+): APPROVE | 57–75 pts (60–79%): CONDITIONAL | <57 pts: REJECT

[Section 2: max 40 pts] [Section 3: max 35 pts] [Section 4: max 25 pts] — Sections 2+3 are mandatory

**Total Score:** _____ / 95 points

**Evaluation Decision (select one):**

☐ **APPROVED — meets all requirements; proceed to production order**

☐ **CONDITIONAL — approved with specified modifications required**

☐ **REJECTED — does not meet requirements; please contact us**

**Detailed Comments & Specific Feedback for NuCoreBio R&D:**

**AFTER COMPLETING THIS FORM:**

- Save this PDF: File → Save As → email to Mc5896538@outlook.com or WhatsApp +86 15866920149
- We respond within 24 hours to discuss results and next steps.
- CONDITIONAL: We propose formula/spec adjustments at no charge.
- REJECTED: We arrange replacement sample or R&D consultation.
- APPROVED: We send production agreement and payment terms within 24h.