

Plush Factory Audit Checklist

Updated: May 27, 2026 | By Yvonne C.

1. Factory Legitimacy & Compliance

- ☐ Verify Business License & Export Scope
- ☐ Validate Physical Address vs. Official Records
- ☐ Authenticate ICTI/IETP Certificate via Official Portal
- ☐ Cross-check Payroll & Timecards
- ☐ Inspect Safety Protocols (Fire exits, PPE)

2. Raw Material Traceability

- ☐ Match Fabric vs. Gold Seal (D65 light test)
- ☐ Verify Lot-level Batch Tags
- ☐ Inspect Stuffing for Cleanliness & Odor
- ☐ Pull-test Plastic Accessories (20lb force)
- ☐ Verify OEKO-TEX/GRS Certificates

3. Inline Workmanship Controls

- ☐ Check Cutting Accuracy & Pattern Alignment
- ☐ Inspect Embroidery/Printing Registration
- ☐ Verify Stitch Density (9-11 stitches/inch)
- ☐ Check Stuffing Distribution & Symmetry

☐ Verify Defect Segregation (Red bins used)

4. Safety & Needle Detection

☐ Tensile Test Seams (15lb force)

☐ Torque Test Eyes/Noses

☐ Verify Metal Detector Calibration (1.2mm card)

☐ Audit Reject Quarantine Protocols

☐ Review Daily Calibration Logs

5. Packaging & Final Release

☐ Verify Sewn-in Label Accuracy

☐ Check CPSIA Tracking Labels

☐ Confirm CE/UKCA Logo Placement

☐ Inspect Polybag Ventilation (5mm holes)

☐ Verify Outer-carton Markings vs. Records
