OEM/ODM SAMPLE CONTROL

Sample Approval Checklist

Use this checklist before approving a sample for a private-label, distributor or custom energy-storage project.

A sample approval should freeze the version that will be quoted or moved toward production. Record open items instead of treating an unverified sample as a final product commitment.

1. Product and specification freeze

CHECK	WHAT TO CONFIRM	NOTES / VERSION
[ ]	Model and revision Confirm the exact model, hardware revision and document version.	
[ ]	Capacity and voltage Check nominal voltage, usable capacity, operating range and limits.	
[ ]	Power and current Compare continuous and peak current with the proposed application.	
[ ]	Installation format Confirm wall-mounted, floor-standing, stackable or portable configuration.	
[ ]	Included items Record cables, brackets, breakers, communication accessories and packaging.	

2. BMS, inverter and functional checks

CHECK	WHAT TO CONFIRM	NOTES / VERSION
[ ]	BMS protection Record over-voltage, under-voltage, over-current, temperature and short-circuit behavior.	
[ ]	Communication Test CAN or RS485 protocol, cable pinout, address settings and status reporting.	
[ ]	Inverter pairing Test the selected inverter model and record firmware, settings and alarms.	
[ ]	Charge and discharge Record test conditions, current, temperature, cut-off and recovery behavior.	
[ ]	Expansion Confirm parallel, series or future expansion rules for the selected configuration.	

SAMPLE APPROVAL CHECKLIST

3. Branding, packaging and documents

CHECK	WHAT TO CONFIRM	NOTES / VERSION
[ ]	Logo and label Confirm logo position, label data, serial number format and warning marks.	
[ ]	Packaging Check carton, pallet, protective materials, shipping marks and destination requirements.	
[ ]	Manual and datasheet Confirm model name, specifications, wiring, installation and safety instructions.	
[ ]	Certification files Record the relevant certificate or test-report version for the selected model.	
[ ]	Warranty wording Confirm warranty period, exclusions, claim route and responsibility split.	

4. Acceptance and change control

CHECK	WHAT TO CONFIRM	NOTES / VERSION
[ ]	Open issues List defects, missing documents, test failures and actions before approval.	
[ ]	Corrective action Record responsible party, target date and evidence required for closure.	
[ ]	Approved version Record the approved model, firmware, label, packaging and document revisions.	
[ ]	Production handoff Confirm which approved items must be checked again before mass production.	
[ ]	Buyer sign-off Name, company, date and approval status: _____	

Project notes

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Approval does not replace the final purchase order, technical agreement or product-specific warranty terms. Use the approved version as the reference for the next commercial and production discussion.