Organisation name Site or unit		REGISTER Product batch register	
Document ID	PRO-REG-001	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Standards › **Standard 11** › **Registers and logs**

Register · PRO-REG-001 · Version 1.0 · Approved by the ASF Expert Committee

Supports: **11.2**, **11.9**

1. Purpose

Records each product's batch and the patients it was used on, for recalls and adverse reactions.

2. How to complete

- Record each product at receipt.
- Record each patient it is used on.
- Keep the record for the period the rule requires.

3. Record fields

Product and strength	Batch number	Expiry	Supplier	Date used	Patient ID	Practitioner

4. Evidence

Reference	Note
E-009	Based on the ASF Expert Committee consensus and the WHO Guidelines for Safe Surgical Care and Safe Procedures (2009).
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

5. Change history

Version	Date	What changed	Approval
1.0	the date of approval	First version	set Expert Committee approval

6. References

- Accréditation Sans Frontières (2026). ASF Policy Framework v1.2. (E-006)
- Accréditation Sans Frontières (2026). ASF Expert Committee consensus on Standard 1. (E-009)

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