

Non-Conformance Report (NCR)

Report No.: _____

Date: _____

1. Product & Supplier Details

Raw Material Name: _____

Material Code: _____

Supplier Name: _____

Batch/Lot No.: _____

Received Date: _____

Quantity Received: _____

2. Description of Non-Conformance

Item / Parameter	Specification	Observed Value	Remarks

Detailed Description: _____

3. Immediate Action Taken

4. Investigation / Root Cause Analysis

5. Disposition / Decision

Prepared By _____

Reviewed By _____

Approved By _____