

# Non-Conformance Report (NCR)

Report Number:

Date Raised:

Product Name / Code:

Batch / Lot Number:

Department:

Reported By:

Description of Non-Conformance (Packaging Fault):

Details of Packaging Fault:

Type of Fault	Observed Location	Quantity Affected

Immediate Action Taken:

Root Cause Analysis:

Corrective and Preventive Actions:

Responsible Person:

Target Completion Date:

Verification of Effectiveness:

Verified By:

Date: