

Corrective Action Report

Production Nonconformance

Report No.		Date Issued	
Department		Reported By	

1. Description of Nonconformance

Date Detected		Detected By	
Product/Part No.		Batch/Lot No.	
Quantity Affected		Reference Document	

2. Immediate Actions Taken

3. Root Cause Analysis

4. Corrective Action(s) to Prevent Recurrence

5. Verification of Effectiveness

Prepared by

_____ Date

Reviewed by

_____ Date

Approved by

_____ Date