

# Product Contamination Incident Report

## General Information

Date of Report

Time of Report

Reported By

Name & Job Title

Department

Product Name/Batch Number

Location

## Incident Description

Date & Time of Incident

Describe the contamination incident in detail

What was discovered? Who was involved?

## Type and Source of Contamination

Type of Contaminant (physical, chemical, biological, allergen, other)

Suspected Source of Contamination

## Immediate Actions Taken

Describe any containment or corrective actions taken

## Affected Products

Quantity & Batch Numbers Affected

Was Production Stopped? (Yes/No)

## Notification

Who has been notified? (Supervisor, QA, Management, etc.)

## Investigation & Root Cause

Brief summary of investigation and root cause (if known)

## Corrective & Preventive Actions

Details of actions to prevent recurrence

## Sign-Off

Reported By (Signature)

Date

Reviewed By (QA/Management)

Date