

# Corrective Action Report

## Food Safety Incident

Report Number

Reported By

Date Reported

Location/Kitchen

Incident Description

Risk Level

Details of Non-Conformance / Food Safety Issue

Immediate Corrective Action(s) Taken

Root Cause Analysis

Preventive/Long-Term Corrective Actions

Action	Person Responsible	Target Date	Status
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Verification of Corrective Action (Name / Date)

Remarks