

<i>Logo</i>	QUALITY SYSTEMS RECORD	<i>Issue: 1</i>	<i>Ref No:</i>
	Non Conformity / Corrective Action Log	<i>Issued by:</i>	
		<i>Approved by:</i>	
		<i>Issue date:</i>	
		<i>Approval date:</i>	
		<i>Page: 1 of 1</i>	

Date:	Time:
Auditor: (Who Identified Non-Conformance)	Risk Assessment (Circle) 1 2 3 1 = Immediate, 2 = Within 7 Working Days, 3 = As Dated
<u>Non- Conformance Details</u>	Product Information
	Product
	Quantity
	Mark
	Pallet Numbers
	Pallet Locations
<u>Recommendations (optional)</u>	
Signed:	Dated:
<u>MANAGEMENT FORWARDED TO (Name):</u>	

B	<u>Agreed Corrective Action (all relevant management personnel)</u>
Person(s) Responsible:	
Date:	Time:

C	<u>Corrective Action Assessment & Sign off</u>
Any Further Action(s) Required Y/N If Yes Please State	
Person Completing Corrective Action	Assessment Auditor
Sign:	Sign:
Print:	Print:
Date:	Date:
Time:	Time: