

Audit Non Conformance report

ISO 9001 | ISO 17025 ISO 14001 | OHSAS 18001

FORMAT NO.:

AUDIT NO.:	DATE:	N.C. NO.:
AREA/DEPARTMENT:		
AUDITEE(S):		
AUDITOR(S):		

NONCONFORMITY OBSERVED			
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">CLAUSE NO.:</td> </tr> <tr> <td style="height: 30px;"></td> </tr> </table>	CLAUSE NO.:	
CLAUSE NO.:			
DOCUMENT REFERENCE NO.:			

CORRECTION							
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">RESPONCIBLE</td> </tr> <tr> <td style="height: 20px;"></td> </tr> <tr> <td style="text-align: center;">TARGET DATE OF COMPLETION</td> </tr> <tr> <td style="height: 20px;"></td> </tr> <tr> <td style="text-align: center;">ACTUAL DATE OF COMPLETION</td> </tr> <tr> <td style="height: 20px;"></td> </tr> </table>	RESPONCIBLE		TARGET DATE OF COMPLETION		ACTUAL DATE OF COMPLETION	
RESPONCIBLE							
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ACTUAL DATE OF COMPLETION							

ROOT CAUSE(S)

CORRECTIVE ACTIONS							
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">RESPONCIBLE</td> </tr> <tr> <td style="height: 20px;"></td> </tr> <tr> <td style="text-align: center;">TARGET DATE OF COMPLETION</td> </tr> <tr> <td style="height: 20px;"></td> </tr> <tr> <td style="text-align: center;">ACTUAL DATE OF COMPLETION</td> </tr> <tr> <td style="height: 20px;"></td> </tr> </table>	RESPONCIBLE		TARGET DATE OF COMPLETION		ACTUAL DATE OF COMPLETION	
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VERIFICATION ON COMPLETION		
	DOCUMENTS VERIFIED	
	01.:	
	02.:	
	03.:	
	04.:	
	05.:	

N.C. ACCEPTANCE		CORRECTION / CORRECTIVE ACTIONS ACCEPTANCE	
AUDITOR SIGNATURE(S):		AUDITOR SIGNATURE(S):	
AUDITEE SIGNATURE(S):		AUDITEE SIGNATURE(S):	
NON CONFORMITY STATUS (Tick when N.C. Close)	[] CLOSE	CLOSING NOTE BY AUDITOR	
N.C. CLOSE ACCEPTANCE		MANAGEMENT REPRESENTATIVE SIGNATURE & DATE	
AUDITOR SIGNATURE(S):			
AUDITEE SIGNATURE(S):		* M.R.had varified all the areas that impacts of the N.C.& responsible to corrections & corrective actions at founded areas/locations/Processes	