

DELIVERY DEVIATION REPORT

Month / Year

Department / Unit

Descriptions

Rating Criteria

I.

II.

III.

Reason

I.

II.

III.

Actions

I.

II.

III.

Status

Total Nos. of Orders Planned

Complete in time period

No Completed in time period

Timely Delivery %

Formulation

Result

$$= \frac{100 \times \text{Completed in time Period}}{\text{Total Nos. of Orders Planned}}$$

= %

Prepared By:

Approved By: