



Format No. :
Rev. No. & Date :

Action Report #
Date

PRODUCTION ACTION REPORT

Non Conformity related to: <input type="checkbox"/> Product <input type="checkbox"/> Process <input type="checkbox"/> System	<u>Description of Non conformity identified in production:</u>
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Details of Effects on : [] Product [] Process [] System

Description of Effects:

ROOT CAUSE ANALYSIS

REVIWED BY: _____ DATE: _____

ACTION PLANS

PREPARED BY: _____ DATE: _____ REVIWED BY: _____ DATE: _____

IMPLEMENTATION OF ACTION PLANS

ACTION TAKEN BY: _____ DATE: _____ REVIWED BY: _____ DATE: _____

EFFECTIVENESS - VERIFICAITON

VERIFIED BY: _____ DATE: _____ REVIWED BY: _____ DATE: _____

STATUS OF ACTIONS	REMARKS	LEAD BY - SIGN.
		VERIFIED & APPROVED SIGN.