|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **:** | **Type** | **: NC  OBS  OFI** |
| **Number** | **:** | **Department/location** | **:** |
| **Identified Through** | **: Audit  MRM  Client complains  Observation  Other** | | |

**Description:**



**Immediate Corrective Actions:**

**In case of NC:**

**Interim Containment Actions (if any):**

**Root Causes (5 whys to be used):**

**Corrective Actions:**

|  |  |  |
| --- | --- | --- |
| Proposed Corrective Action | Responsibility | Target Date |
|  |  |  |
|  |  |  |
|  |  |  |



**Review of effectiveness:**

Corrective action effective? Y/N (If yes, remove any interim containment actions)

OFI has Potential Value? Y/N

Notes:

