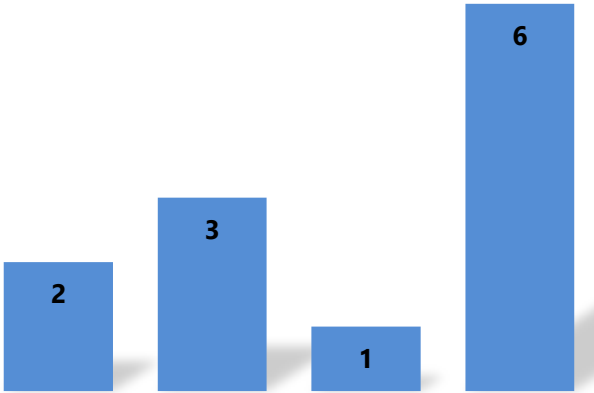# Corrective Action Tracker

The status of the corrective action will remain 'Open' until such time as work to correct the nonconformance begins, then the status becomes 'In-Progress'. This means the status stays 'In-Progress' until the associated corrective action is verified. The status of the nonconformance would then change to 'Closed'. Should the corrective action request be withdrawn, the status is set to 'Cancelled'.
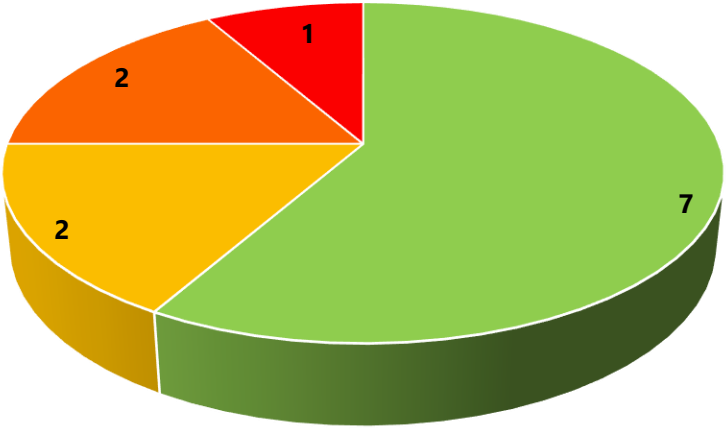
**Total Corrective Actions**
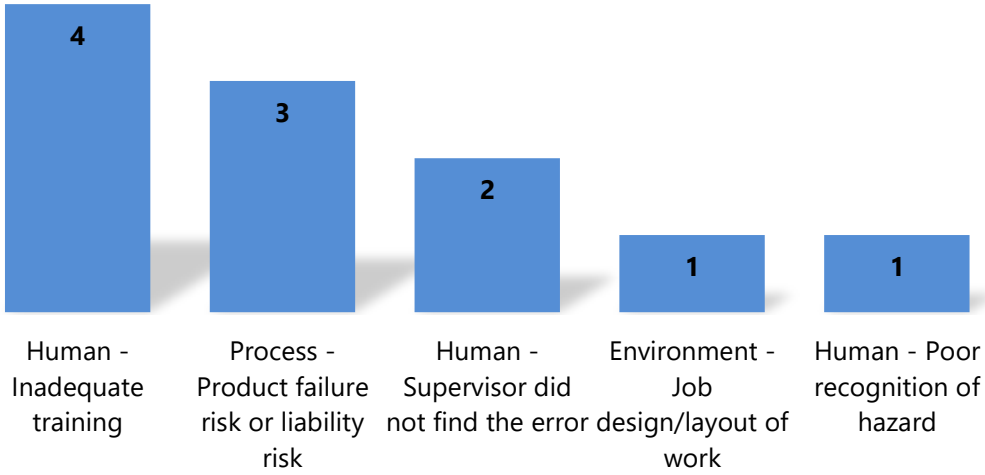
- Total Problems: 12

**Status of Corrective Actions**

- Open: 2
- Closed: 3
- Cancelled: 1
- In-progress: 6

**Risk Ranking of Nonconformances**

- Level 1: 7
- Level 2: 2
- Level 3: 2
- Level 4: 1

**Top 5 Root-causes**

- Human - Inadequate training: 4
- Process - Product failure risk or liability risk: 3
- Human - Supervisor did not find the error: 2
- Environment - Job design/layout of work: 1
- Human - Poor recognition of hazard: 1

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| **Capture the data from the corrective action reports in order to determine the recommended action to close-out of the nonconforma** | | | | | | |
| Ref. | Process Name | Who Found It? | Date Found | How Was It Identified/Detected? | Description of NC | Root-cause |
| 1 | Facilities & Maintenance | Auditor | 25-Oct-23 | Audit - Internal | Design review minutes not authorized prior to release to client | Human - Supervisor did not find the error |
| 2 | Storage, Packing & Shipping | Customer | 20-Sep-23 | Feedback - Customer | Incorrectly shipped item | Human - Inadequate training |
| 3 | Production/Manufacturing | QC Inspector | 12-Oct-23 | Nonconformity - Defect | Item incorrectly manufactured, out tolerance with specification | Environment - Job design/layout of work |
| 4 | Procurement & Supply | Supplier | 09-Oct-23 | Feedback - Supplier | Product codes on purchase order are incorrect | Human - Inadequate training |
| 5 | Business Planning | Auditor | 25-Oct-23 | Audit - Internal | Product codes on purchase order are incorrect | Human - Supervisor did not find the error |
| 6 | Sales & Marketing | Customer | 20-Sep-23 | Feedback - Customer | Product codes on purchase order are incorrect | Human - Inadequate training |
| 7 | Production/Manufacturing | QC Inspector | 12-Oct-23 | Nonconformity - Defect | Product codes on purchase order are incorrect | Machinery - Defective equipment or tool |
| 8 | Operational Planning | Supplier | 09-Oct-23 | Feedback - Supplier | Product codes on purchase order are incorrect | Human - Poor recognition of hazard |
| 9 | EQMS & Processes | Auditor | 25-Oct-23 | Audit - Internal | Product codes on purchase order are incorrect | Human - Inadequate training |
| 10 | Order/Quote Fulfillment | Customer | 20-Sep-23 | Feedback - Customer | Product codes on purchase order are incorrect | Process - Product failure risk or liability risk |
| 11 | Order/Quote Fulfillment | QC Inspector | 12-Oct-23 | Nonconformity - Defect | Product codes on purchase order are incorrect | Process - Product failure risk or liability risk |
| 12 | Order/Quote Fulfillment | Supplier | 09-Oct-23 | Feedback - Supplier | Product codes on purchase order are incorrect | Process - Product failure risk or liability risk |
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