

[organization name]

Appendix 2 – Registry and Status of Nonconformities and Corrective Actions

No.	Description of Nonconformity	Date	NC Record ID	C action Record ID	NC Status	C action Status	NC Due Date	C action Due Date	Note

[job title]

[name]

[signature]

Legend:

NC - Nonconformity
C - Corrective action

Commented [16A1]: If organization uses electronic databases, then this Appendix is not needed, and data listed here can be stored in database.

Commented [16A6]: Here write in the reason why the corrective action hasn't been initiated for non-conformity, or other significant information.

Commented [16A3]:

Commented [16A4]: Status of Corrective actions can be:

Commented [16A5]: Enter due

Commented [16A2]: Write in here the ID of Nonconformity Record.

Commented [16A7]: Only necessary if document is in paper form.