

[organization name]

### Appendix 3 – Registry of Recalled / Withdrawn Products

**Commented [AES1]:** If the organization uses electronic

No.	Name of the product	Date of recall / withdrawal start	Reason for recall / withdrawal	Product / withdrawal	No. of products recalled / withdrawn	Responsible person	Note

[job title]

[name]

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[signature]

**Commented [AES2]:** Only necessary if the Procedure for Document and Record Control prescribes that paper documents must be signed.