

[organization name]

Appendix 1 – Data Analysis Report

Report date: [date]

The analysis of the data revealed the following in connection with the:

a) Audits

b) Customer satisfaction

c) Customer complaints and feedback

d) Performance metrics and analysis, monitoring and measurement (M&M)

e) Conformance to product requirements

f) Monitoring of service level

g) Conformance to requirements

h) Supplier evaluation

[job title]

[name]

[signature]

Commented [AES1]: The report should be created at least

Commented [AES2]: Include the date when this report is prepared.

Commented [AES3]: Managers are responsible for data

Commented [AES4]: Internal and external.

Commented [AES5]: Characteristics and trends of

Commented [AES6]: Only necessary if the Procedure for Document and Record Control prescribes that paper documents must be signed.