Appendix 3 – Registry and Status of Nonconformities and Corrective Actions

No.	Name of process/activity	Date	Description of Nonconformity	NC record ID	Short description of Corrective action	C action Record ID	Status of C action	Note

Commented [9A1]: If organization uses electronic databases, then this Appendix is not needed, and data listed here can be stored in database.

Commented [9A4]: Here write in the reason why the corrective action hasn't been initiated for non-conformity, or other significant information.

Commented [9A2]: Write in here the ID of Corrective Action Record.

Commented [9A3]: Status of Corrective actions can be:

[job title]

[name]

_____

[signature]

Commented [9A5]: Only necessary if document is in paper form.

Legend:

NC – Nonconformity

C – Corrective action