



Corrective Action Preventive Action Opportunity for Improvement

CPAR NO:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** DATE : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PAGE 1 OF 2

SOURCE: Internal Audit External Audit Customer Complaints

Product Deficiency Previous CPAR Others:

REFERENCES:

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**Description of Non-Conformances, Risk or Opportunity Improvement:**

Publishing:

MOC: Yes. No. if Yes, MOC No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Risk Assessment: Yes, No. if Yes, Risk Assessment No.

Initiator: \_\_\_\_\_\_\_\_\_ Date,\_\_\_\_\_\_\_\_\_\_ , Signature\_\_\_\_\_\_\_ Estimated completion date: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Assign to: Management Representative

**Root Cause by assigned responsibility manager and or supervisor:**

**Action Taken or Planned by assigned responsibility manager and or supervisor:**

**Corrective action by assigned responsibility manager and or supervisor:**

**Preventive Action by assigned responsibility manager and or supervisor:**

Initiated By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date/Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reviewed By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date/Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date/Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Summary of Implementation by assigned responsibility department:**

Implemented By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Follow-up action Result by Management Representative or authorized auditor**

**Evidence:**

**Reason if Not Effective :**

**Effectiveness:**

Effective

Not Effective

Verified By: , Signature , Date:

**Corrective and Preventive Action Closed Out:**

Nama\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Note: use separate sheet if deems necessary.