	NCR FORM (NON-CONFORMANCE REPORT)	**Document No:**	**ESD 006 A**

(Section A) - NATURE OF NCR:				**NCR #:** 21/25
Actual Non-Conformity				**Potential Non-Conformity**
☐ SUPPLIER DEFAULT	☒ INTERNAL DEFICIENCY	☐ CUSTOMER COMPLAINT	☐ OTHER	☐ PREVENTIVE ACTION
SYSTEM AFFECTED :	☒ ROAD TRAFFIC SAFETY		☐ ENVIRONMENTAL	

(Section B) - DESCRIPTION OF PROBLEM/ EFFECT:

Route risk assessments do not contain safe stopping areas. Safe stopping areas to be added

(Section C) - ROOT CAUSE ANALYSIS:
(Mark appropriate cause)

Cause: *Man*	Cause: *Material*	Cause: *Measurement*
Cause: *Machine*	Cause: *Method*	Cause: *Environment*

Details of Root Cause: Route risk assessment did not contain safe stops

INITIATOR:	JC Auditors	DEPT:	Management	DATE:	04/09/2025

(Section D) - CONTAINMENT ACTION (IMMEDIATE):	**RESP**	**TARGET DATE**	**STATUS**
1. Acquire safe stopping areas list	Leroy	13/09/2025	Done
2.			

(Section E) – CORRECTIVE ACTION (SHORT TERM):	**RESP**	**TARGET DATE**	**STATUS**
1 Update route risk assessment to contain safe stopping areas	Ops	14/10/2025	Done
2.			

(Section F) - PREVENTIVE ACTION (LONG TERM):	**RESP**	**TARGET DATE**	**STATUS**
1. Review route risk assessments and safe stopping areas periodically	Leroy	Ongoing	open
2.			

(Section F) - VERIFY EFFECTIVENESS OF ACTIONS TAKEN:	
	Problem still occurring. No noticeable differences since actions implemented
x	Problem still occurring, however less frequently
	Problem still occurring very rarely
	Problem effectively rectified. No further occurrences since actions taken
	(Other)

VERIFIED BY:	Leroy	DATE:	04/09/2025