Nonconformance Report
Glenn Research Center

Part 1 - Initiator

1. Initiator:	2. Phone:	3. Org.:

4. Date Found:

5. Nonconforming Item (describe the item(s) being reported as nonconforming)

6. Category Code:

☐ Research/Analysis	☐ Facilities/Construction	☐ Prog/Project Mgmt
☐ Computing Services	☐ Manufacturing	☐ Fabrication
☐ Admin/Institutional Services	☐ Other	☐ Hardware Development
☐ Software Development	☐ Testing Services	☐ Quality/Safety/Environmental

7. Description of Nonconformance (describe the problem)

8. Immediate Action Taken (if applicable)

Part 2- Responsible Manager

9. Defect Code (check one):

☐ Conformal Coating	☐ Finish	☐ Soldering/Welding	☐ Inadequate Documentation/Process
☐ Contamination	☐ Identification/Labeling	☐ Damage	
☐ Mechanical	☐ Other	☐ Dimensional	
☐ Material	☐ Electronic/Electrical	☐ Software	

10. Disposition (check one):

☐ Rework	☐ Repair	☐ Use as is	☐ Re-grade
☐ Return to Vendor	☐ Reclassify	☐ Scrap	☐ No Disposition

11. Disposition Comments

12. Responsible Manager (Name): _____

Signature: Date:

GRC 66 (OCT 01)