|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Project name: Oberoi Eternia | | | | | Date of NC raised: | | | |
| Contractor name: | | | | | NCR No.: | | | |
| Description of Non-Conformity (with Objective Evidence like photographs): | | | | | | | | |
| Location of NC: | | | | | Severity of NC: Critical / Major / Minor | | | |
| NC Categorization (Tick on the right type):   |  |  |  | | --- | --- | --- | | Quality | Safety | Environment |  |  |  |  | | --- | --- | --- | | Structural works | Core & Shell works | Finishing works | | MEP works | Infrastructure works | Master Common Areas | | | | | | | | | |
| Applicable SOP / Method statement / Drawing Ref No: | | | | Consultant Name: | | | | |
| NC raised by:  OCL Representative  (Name & Sign) | OCL QAQC  (Name & Sign) | | OCL Project Head  (Name & Sign) | | | | | NC accepted by:  Contractor Representative (Name & Sign) |
| **Details of Disposal mode, Root cause analysis, Correction & Corrective action**  Disposal Mode: (Tick appropriate box) [ by Project Head / Quality / EHS In-charge]  **[ ] Rework [ ] Accept with concession [ ] Reject/Scrap (Break & re-do)** | | | | | | | | |
| **Note: Contractor has to submit Correction, Root cause, C.A. within \_\_ days** | | | | | | | | |
| **Correction: (Rectification method)** | | | | | | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Why?** | **Why?** | **Why?** | **Why?** | **Why?** | |  |  |  |  |  |   **Root cause of NC:** (Based on Why – Why Analysis, Data) | | | | | | | | |
| **Corrective Action Proposed:**  Submit supporting documents (Please tick relevant)   |  |  |  | | --- | --- | --- | | Method statement | Inspection request | Design calculations | | Shop drawings | Material approvals | Test results | | | | | | | | | |
| Target / Agreed date of completion: | | | | | | Person responsible: | | |
| **Correction, Corrective action checked by:**    Tower Incharge / Quality / EHS Incharge (Name and signature) Date | | | | | | | | |
| Closure date:    Contractor Project Head / Quality / EHS Incharge  (Name and signature) | | |  |  | | --- | --- | | Yes | No |   NC Closure Status:  Tower Engineer OCL QAQC  (Name & Sign) (Name & Sign) | | | | | OCL Project Head  (Name & Sign) | |

**Note: Any NC which is open beyond 30 days shall be escalated to Senior management.**