

	Name <b>Corrective, Preventive and Improvement Action Report</b>	KF 02	Issue No. 01
		Issue date: 18/04/2011	Page 1 of 1

<b>Reported by:</b>	<b>Date:</b>	<b>CPI No:</b>
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The Following factors caused the action report to be issued:

Customer complaint/Customer Satisfaction Survey	Problem/Deficiency identified by Customer
Supplier Issue/Problem	Training Issue
Audit Finding	Improvement Suggestion
Problem/Deficiency by Management	Incorrect Size/Density/Grade (Please circle relevant aspect)
Damaged Goods	Other

**Problem/Improvement**

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**Action Taken to correct problem**

	<b>Cost [if applicable]</b>
	<b>Total Cost</b>

**Root cause of the problem**

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**Preventative Reoccurrence:** (Enter in the requirements to ensure this doesn't reoccur)

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<b>CPI to be actioned by:</b>	<b>Target Completion Date:</b>
<b>Date CPI was closed:</b>	<b>Signature:</b>