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| SUPPLIER CORRECTIVE ACTION REPORT/REJECTION NOTICEParts 2 to 4 to be completed by the supplier and returned with the goods within 30 days.(Attach additional sheets if required) |
| Part 1: |
| SUPPLIER | REJECTION NOTICE NO.  | DATE |
| PURCHASE ORDER | GOODS RECEIVED NOTE | SUPPLIERS COFC / ADVICE NO. |
| DRAWING NO. / SPEC. | DESCRIPTION | QTY DELIVERED | QTY REJECTED |
| REJECTION CATEGORY: | BUYER: | SERIAL NO(S): |
| REASON FOR REJECTION: |
| Part 2: IMMEDIATE CONTAINMENT (STOCK, WIP, DESPATCH, TRANSIT AND ASSOCIATED PARTS): |
| Part 3: CONFIRM ROOT CAUSE AND CORRECTIVE ACTION: |
| Part 4: DETAIL ACTION TAKEN TO PREVENT RECURRENCE: |
| ACTION FOR NON-CONFORMING MATERIAL | QTY | LIABILITY: |
| RETURNED |  |  | ACTIONED BY |
| RETAINED |  |  REPLACEMENTS NOT REQUIRED REPLACEMENTS REQUIRED ETC. |