

ISO 9001:2015 Corrective Action Checklist

This quality management corrective action report can assist in analyzing risks and can be used by all within an organization.

By:

Date:

Time:

1. Details of Non-Conformity Identified:

2. Corrective Action Report Reference:

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Risk Matrix

Likelihood > Consequences	Highly Unlikely	Unlikely	Likely	Very Likely
Negligible Consequences	Low	Low	Medium	Medium
Minor Consequences	Low	Medium	Medium	High
Major Consequences	Medium	Medium	High	High
Catastrophic Consequences	Medium	High	High	High

3. Consequences: Very Likely	Yes	No	N/A	Comments
4. Consequences: Likely	Yes	No	N/A	Comments
5. Consequences: Unlikely	Yes	No	N/A	Comments
6. Consequences: Highly Unlikely	Yes	No	N/A	Comments
7. Likelihood: Very Likely	Yes	No	N/A	Comments
8. Likelihood: Likely	Yes	No	N/A	Comments
9. Likelihood: Unlikely	Yes	No	N/A	Comments

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10. Likelihood: Highly Unlikely	Yes	No	N/A	Comments
11. Results: High Risk	Yes	No	N/A	Comments
12. Results: Medium	Yes	No	N/A	Comments
13. Results: Low	Yes	No	N/A	Comments
14. Additional comments describing risk and priority:				
15. Proposed response to deficiency:				

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16. Describe corrective action:

17. Timeline of Implementation:

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