

Document No.: TBD

Revision:

Supplier Corrective Action Report

Suppliers to complete areas with asterisk (*)

CAR number:	Date Issued:	Date response due:
Originator:		
Supplier:	Supplier Contact:	
Phone:	email:	
PO#:	Part number:	Qty:
Defect / problem		
Describe the Defect or problem:		
*Containment		
In process In stock In transit	Recall	Date of containment:
Describe Containment activity:		
*Root Cause		
	aterials Measurem	ent Environment
Describe the Root Cause:		
*Corrective Action		
Describe the Corrective Action:		
Date Corrective Action was implemented:		
*		

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Supplier Corrective Action Report

*Preventive Action

Describe action taken to ensure problem does not recur:		
Implementation Date:		
*Verification		
Describe activities used to verify effectiveness of Corrective Action:		
•		
Verifier name:	Date:	
Evoqua Approval		
Accepted by:	Date:	

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Supplier Corrective Action Report

Field Descriptions Suppliers to complete areas with asterisk (*)

CAR number – The unique number for this Corrective Action Report. (May be auto generated)

Date Issued - The date this CAR is issued

Date response due – The date when this completed CAR is due back to the Evoqua originator (within 10 working days unless specified by Evoqua)

Originator – Evoqua personnel submitting the CAR

- *Supplier Company name of the supplier
- *Supplier contact Name of the contact with supplier
- *Phone Supplier contact's phone number
- *Email Supplier contact's email address

PO Number - Purchase Order Number which includes the part identified for this Corrective Action

Part number – Part Number of the part identified for this Corrective Action

Quantity affected - Number of parts identified for this Corrective Action

Defect / problem - Describe the Defect or problem

*Containment – Describe detailed actions taken to address the defect / problem

*Root Cause - Describe what actually caused the problem

*Corrective Action – Describe the actions taken to fully address the problem

*Preventive Action - Describe the actions taken to ensure this problem does not recur

*Verification Activity - Describe activities used to verify the effectiveness of Corrective Action

Evoqua Approval – Signature of manager accepting the specific details and actions defined in this CAR

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