	CENTRAL LABORATORY, DELHI	DOC : CB/CL/SOP/8.7/1
	STANDARD OPERATING PROCEDURE	Issue No. : 04
	PROCEDURE FOR CORRECTIVE ACTIONS ON NON-CONFORMANCES	Issue Date :16.08.2023
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1.0 PURPOSE AND SCOPE

- 1.1 The purpose of corrective actions is to improve and eliminate source of error and ensure compliance with ISO/IEC 17025 requirements, particularly following an internal audit.
- 1.2 The scope covers all elements of ISO/IEC 17025
- 1.3 criteria where non-compliance has been observed.

2.0 RESPONSIBILITY

- 2.1 The Quality Manager shall be responsible to ensure that corrective actions have been taken in consultation with respective Laboratory In-Charge / Technical Manager in the specified time period and implemented effectively.

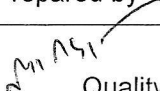
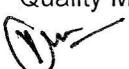
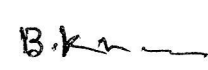

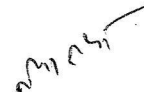
3.0 PROCEDURE

- 3.1 Laboratory In-Charge/ Technical Manager shall initiate corrective actions as soon as the non-compliance is noticed either by the audit team or any other source, and insure completion within the agreed time period.
- 3.2 The Quality Manager shall verify that the corrective actions have been taken and are effective.
- 3.3 The Quality Manager shall maintain records of non-conformities observed and corrective actions taken.

4.0 RECORD

Record of non-conformities and corrective actions taken shall be maintained

नियंत्रित प्रति
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Amendment No.00	Amendment Date :		
Prepared by	Reviewed & Recommended by	Approved By	Issued By
 Quality Manager  Deputy Quality Manager	 Deputy Technical Manager	 Technical Manager	 Quality Manager