**CAPA Template / Format:**

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| --- | --- | --- |
|  | **CORRECTIVE AND PREVENTIVE ACTION** | **Doc. No: QMS/CAPA/1****Issue No:01****Rev. No:00****Date:** |
| **Identification of Problem:**  |
| **Correction/ Containment Action:** |
| **Why-Why Analysis** |
| **Why1** |  | **Ans.** |
| **Why2** |  | **Ans.** |
| **Why3** |  | **Ans.**TECHIEQUALITY |
| **Why4** |  | **Ans.** |
| **Why5** |  | **Ans.** |
| **RC(Root cause)** |  |
| **Implementation of Action plan** |
| **Corrective Action** |  | **Target Date** |  | **Responsibility** |  |
| **Preventive Action** |  | **Target Date** |  | **Responsibility** |  |
| **Verification of Implemented Action plan:** |  | **Sig.** |