COMPANY'S NAME

QUALITY & FOOD SAFETY SYSTEM'S PROCEDURE NO. 9 – CAPA – Code: QSP – 9 – CAPA PLAN

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Name of the employee responsible for monitoring the plan:	QA Manager

Nonconformities/Improvements

1. Employees used the vat containing rice soaking to rinse the bare hands after handling equipment. Employees also rinsed the rags and buckets in the vat containing soaking rice, after using them to clean the production area with detergent. In the packaging area, employees were allowed to grab rice noodles for packaging after touching dirty equipment, using their unwashed, bare hands.

CAPA								
Root cause/ Nonconformity Report number/ Source of improvement	Corrective actions taken/ Preventive actions taken/ Improvements made	Responsibility	Communicated from -> towards/ communication channel	Target date of completion/	Actual date of completion	Accomplished/ Signature of QA manager		
The company did not implement a training program for employees on good personal hygiene practices and sanitary food handling techniques/ sanitation principles and sanitary practices applied in the production unit	CA - Implement a consistent, documented training program for operational employees	QA Manager	QA Manager -> CEO QA Manager -> Production Mg QA Manager -> HR Manager /by email	15 th of May, 2016-15 th of August, 2016/ 3 months				