

Root Cause Analysis Template

Minor Non-Conformity – Audit Scope

Non-Conformance number: YYYYMMNDDNC

Raised by:

Date of non-conformity:

Standard:

Clause:

Control:

Description

5 Whys

Definition of Issue

Why is this happening?

Why is that?

Why is that?

Why is that?

Corrective Action

Change Control

Date	Change Description	Editor	Ver
Click or tap to enter a date.	First version of document	Choose an item.	1
Click or tap to enter a date.		Choose an item.	2