

# SCAR (Supplier Corrective Action Report)

\*\* Response Required within 72 hours of Receipt\*\*



## \*Section 1 (Completed by Jered)

Supplier:	Date:	NCR #:	Purchase Order#/Line Item:	Part Number:

Lot Quantity:	Quantity Accepted:
Quantity Inspected:	Quantity NCR'd:

## Non-Conformance Information

Type of Non Conformance:	Responsible:
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## Non-Conformance Description:

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## \*Section 2

### Supplier Cause Analysis (Completed by Supplier):

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## \*Section 3

### Supplier Corrective Action (Completed by Supplier):

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## \*Section 4

### Supplier Preventive Action (Completed by Supplier):

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Supplier Signature:	Date:
Jered QA Signature:	Date:

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## Instructions for Completing the Supplier Corrective Action Report Form

**Section 1 is to be completed by Jered.**

### Section 2

Root Cause Analysis methodology should be used for effective problem solving. This section should include a description of the root cause of the deviation or non-conformance. It is good practice to continue to ask “why” until the root cause is substantially determined. Example:

- Why did the operator make the error? Because he wasn’t paying attention.
- Why? Because he was involved in excessive conversation with a co-worker.
- Why? Because he did not understand the criticality of the job he performs.
- Why? Because he was not adequately informed by management.
- Why? Because management had not identified the need for this specific communication.

(“Operator Error” itself is not an acceptable cause!!)

### Section 3

This section shall include the actions defined to correct the specific causes identified in section 3.

### Section 4

This section shall include actions defined to ensure that the non-conformance does not recur.