

NON-COMPLIANCE REQUEST

1. AUDIT REPORT NO. IAR-2024/024
2. NCR NO. 11

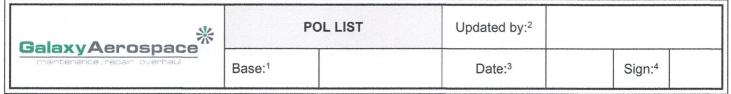
SECTION A - FINDING SECTION				
3. COMPANY: GALAXY AEROSPACE (M) SDN BHD 4. AUDIT DATE:		17 APRIL 2024		
5. LOCATION: GAM MIAT 6. AREA/SECTION		ON: OTHERS		
7. AUDIT TYPE: INTERNAL / -SURVEILLANGE-	/ VENDOR- / PRODUCT / RE	CULATORY- / -CUSTOMER- / -VARIATION-		
8. REFERENCE: PARA 8.3 OF EPM PART 2-02	9. LEVEL OF FINDING:	Level 1 - Require immediate actions Level 2 - Rectify within 14 days		
10. DETAILS OF NON-COMPLIANCE: The tool storekeeper uses POL List (Form Now with statement in Para 8.3 of EPM Part 2-02.	.: GAM/E-066) which contradicted	a. Signature		
		b. Name of Auditor Amira Zakaria		
		c. Date 2 May 2024		
SECTION B - ROOT CAUSE(S) / CORRECTION	VE & PREVENTIVE ACTION(S	s)		
11. ROOT CAUSE(S):				
☐ Lack of Resources	Stress	Lack of Communication		
Lack of Knowledge	Complacency	Pressure		
☐ Lack of Awareness	Fatigue	Lack of Assertiveness		
☐ Distraction ☐	Lack of Teamwork	Norms		
12. CORRECTIVE ACTION(S): POU UST HAS BEEN UPON Target date: 13. PREVENTIVE ACTION(S): WILL ENSURE POU UST IS IN PARA GRAPH 8.3 OF EPO	UP 70 ONTE ACCOR			
Target date:				
Auditee / Head of Dept (Name & Signature):	-	Reply Date:		



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SECTION C - NCR REVIEW 14. NCR REVIEW	
The proposed corrective/preventive actions: ACCEPTABLE NOT ACCEPTABLE If not acceptable, state reason for rejecting the corrective action:	ABLE New NCR raised with Rev No
Auditor (Name & Signature):	Review Date:
SECTION D - NCR FOLLOW UP AND CLOSURE	
15. NCR FOLLOW-UP AND CLOSURE	
Remarks:	
Auditor (Name & Signature):	Follow-Up Date:
NCR Status: CLOSED OPEN	Closure Date:
SECTION E - NCR ACKNOWLEDGEMENT	
16. NCR ACKNOWLEDGEMENT	
Remarks:	
Quality Assurance Manager (Name & Signature):	Date:



THIS LIST HAS TO BE UPDATED BI-WEEKLY AS STATED IN EPM 2-02 (POL CNTROL)

NO. ⁵	NO. ⁵ ITEM ⁶	DART NO 7	QUA	QUANTITY ⁸		RY LOCATION ¹⁰	REMARKS ¹¹
NO.	I I EIVIT	PART NO.	PART NO. ⁷ NEW OPEN DATE	DATE9			
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INSTRUCTION FOR COMPLETING GAM/E-066 Rev 0 (02/22), POL LIST

NO.	ITEM	INSTRUCTIONS		
1	Base:	Fill in with appropriate base Example; PGU APMM		
2	Prepared by:	Insert name of personnel that updated the latest list		
3	Date:	Fill in the date of the list updated		
4	Sign:	Insert signature		
5	NO.	Insert number accordingly		
6	ITEM	Fill in the name of the item		
7	PART NO.	Insert the item's appropriate part number		
8	QUANTITY	Insert the quantity of the item, NEW and OPEN		
9	EXPIRY DATE	Insert the expiry date of the item		
10	LOCATION	Fill in the location of the item Example ; Shelf 2		
11	REMARKS	Fill in any remarks or notes if applicable		