

**NAVAL AND MARITIME ACADEMY**  
**NON-CONFORMITY REPORT (NCR)**

1. Date :	4. Reference to Standard :
2. Department :	5. Auditor :
3. File No :	6. NCR No :      of
7. Non-Conformity Observed:	
8. Auditor's Comments, if any:	
9. Auditor's Signature: .....	
10. Root Cause of the Non-Conformity:	
11. Correction:	
12. Proposed Corrective Action:	
13. Proposed Completion Date:	
14. Person Responsible for the Corrective Action: .....	
15. Signature of the Management Representative: .....	
16. Verification of Corrective Action:	
17. Date of Verification:	
18. Name of the Auditor: .....	19. Auditor's Signature: .....