

## Surveillance Non-Conformity Form

### General

DGCA / ASD Use	<b>Organization:</b>		<input type="checkbox"/> Approved	<input type="checkbox"/> Non-approved / Initial
	<b>Date of Activity:</b>		<b>Technical Domain:</b>	
	<b>Type of Activity:</b>	<input type="checkbox"/> Audit (Serial No. ) (AU/Year/Div./xxx)		<input type="checkbox"/> Inspection
		<input type="checkbox"/> Spot Check		<input type="checkbox"/> Other:
	<b>Inspector Name:</b>			
	<b>Auditee Name:</b>			

### Finding Details

DGCA / ASD Use	<b>Finding Serial No:</b>				
		(NC/Year/Div./xxx)			
	<b>Finding Level:</b>	<input type="checkbox"/> Level 1	<input type="checkbox"/> Level 2	<input type="checkbox"/> Level 3	<input type="checkbox"/> Observation Used for Initial approval only
	<b>Repeated Findings:</b>	<input type="checkbox"/> yes <input type="checkbox"/> No	<b>Previous finding:</b> (Audit Sn. & Finding Sn. as applicable)		
	<b>SSP Category Code:</b>				
	<b>Finding Reference:</b>	<input type="checkbox"/> Regulatory	<input type="checkbox"/> Org. Approved Documentation	<b>Refrance:</b>	
	<b>Finding Description:</b>				
	<b>Remarks:</b>				
	<b>Inspector:</b>	<b>Name:</b>	<b>Signature:</b>		<b>Date:</b>
<b>Division Head:</b>	<b>Name:</b>	<b>Signature:</b>		<b>Date:</b>	

Finding Serial No:

(NC/Year/Div./xxx)

## Corrective Action Plan

Root Cause:

Proposed  
Corrective  
Action:

Proposed  
Preventive  
Action:

Proposed  
Closure Date:

Submission:

Organization Name:

Head of Compliance Signature:

Date:

Notes:

e.g. extension of  
original closure dates  
after acceptances

Inspectors  
Remarks:

Accepted:

Rejected:

Reason for rejection:

Inspector:

Name:

Signature:

Date:

Division Head

Name:

Signature:

Date:

<b>Finding Serial No:</b>	(NC/Year/Div./xxx)
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Organization's Use	<b>Closure Follow-up</b>			
	<b>Closure Statement:</b>	I hear by declared that the non-conformity has been closed as par the proposed action plan provided and accepted by DGCA/ ASD.		
	<b>Evidence:</b> (if applicable)			
	<b>Declaration:</b>	<b>Organization Name:</b>	<b>Head of Compliance Signature:</b>	<b>Actual closure Date:</b>

DGCA / ASD Use	<b>Inspectors Remarks:</b>	<b>Accepted:</b>		<b>Rejected:</b>
		<b>Reason for rejection:</b>		
	<b>Inspector:</b>	<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>
	<b>Division Head:</b>	<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>

**End**

**Additional Details of ( ) as needed**

**Finding Serial No:**