



# Global Certification Bureau

## Corrective Action Form QMS-P08-F01

Department/process: Planning department	
Audit Date: 2025-10-23	NCR No.: 2
Auditor Name: Dr. Tarek Belal	
Clause No.: 9.3.1	Audit Criteria: ISO 9001:2015
Finding Description: The management reviews conducted in regular frequencies don't cover all clauses required by the standard. (9.3.1)	
Evidence: There is mints of meeting available to cover all the required standard items.	
<small>Criteria from ISO Standard: The management review shall be planned and carried out taking into consideration: a) the status of actions from previous management reviews; b) changes in external and internal issues that are relevant to the quality management system; c) information on the performance and effectiveness of the quality management system, including trends in: 1) customer satisfaction and feedback from relevant interested parties; 2) the extent to which quality objectives have been met; 3) process performance and conformity of products and services; 4) nonconformities and corrective actions; 5) monitoring and measurement results; 6) audit results; 7) the performance of external providers; d) the adequacy of resources; e) the effectiveness of actions taken to address risks and opportunities t) opportunities for improvement.</small>	
Auditor Name: Tarek Belal	Signature
Proposed Action date: 2025-10-23	Due Date: 2025-10-30
Correction: Update summary report to cover all aspect	
Root Cause Analysis: some subjects have been integrated during the meeting discussions and not formally appear in the report	
Corrective Action: update report subjects to mention the missing clauses	
<input checked="" type="checkbox"/> Action Accepted	<input type="checkbox"/> Action Not Accepted
Comments:	
Closed <input type="checkbox"/>	Close Date: 2025-10-29