Form 1005: Finding Report

1. Initiator *(Submit to IMS Manager after completing this section)*

Name:	**Date:** / /
ISO Element and/or Associated IMS Procedure/Asset:	
Finding:	
Suggested Action (optional):	

2. IMS Manager *(Submit to Assignee)*

Initials: **Date Received:** / /	☐ **Accepted**
CAR Number:	☐ **Rejected** Reason for Rejection:
PAR Number: **(**CAR/PAR numbers assigned manually by IMS Manager when CAR/PAR System is unavailable for automated CAR/PAR number assignment)**	
Corrective Action Plan Due Date (if applicable): / /	**Finding Type:** ☐ **Major Nonconformance** ☐ **Minor Nonconformance**
CAR/PAR Due Date: / /	☐ **Observation**

3. Assignee *(Submit to IMS Manager to verify the action taken and close the finding)*

Initials: **Date Received:** / /	
Root Cause:	****Corrective Action Plan (CAP):** (if applicable)
	****Date CAP Completed:** / / (if applicable) **Provide copy of this form with CAP and completion date to IMS Manager as notification of associated CAR CAP.
Action Taken:	
Objective Evidence:	
Initials: **Date Completed:** / /	

4. IMS Manager

Initials: **Date Closed:** / /

Date finding entered into automated CAR/PAR system: / /