

Preventive Action Report

Date

Originated By

PAR No.

Responsible Person	Responsible Department
Business Action Identified	Suggested Preventive Action

Received by Quality Manager	Date	
Projected Dates for Action	Short Term	Long Term

Follow Up and Close Out	
Follow Up Action	Close Out Action
Reported by	Date

Preventive Action Report

Final Review	
Comments	
Closed out by PAR Originator	Date
Closed out by Quality Manager	Date
PAR Ref. No. of any related PAR's	