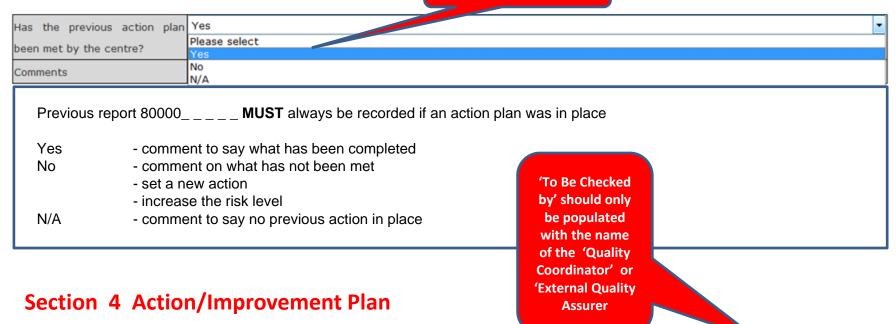
ACTION/ IMPROVEMENT PLANNING IN THE CAR

Section 2 Previous Action Plan

Select from the drop down box



Date set (dd.mm.yyyy)	Action/Improvement Point	Level of risk	By whom	By when (dd.mm.yyyy)	Date completed	* To be checked by (mandatory field)
					(dd.mm.yyyy)	
11.10.2013	A - Complete a CU form and send into the local office (OQAR 6c)	Low -	Lead IQA	12.11.2013		EQA
11.10.2013	I - Update terminology in documents	Please seled High	Lead IQA	12.11.2013		EQA
	IV - IQA, EV - EQA and APL to KPL	Medium Low				

Select the appropriate risk level for the action or improvement point

For action points they must align to Our Quality Assurance Requirements (OQAR)

Remember the risk level which is indicated by the OQAR reference may not be the risk level applied to the qualifications sampled depending on evidence seen. Where this occurs justification must be provided within the report