




| Section 1 : General Information   |   |  |   |
|---|---|--|---|
| Department /<br>Function concerned :  | Production  | CAR No:  | CAR-01  |
|   |   | Date:  | 12 March 2006   |
| ISO 14001 clause<br>Reference :   | 4.3.1   | Reference Procedure :  | EP-01   |
| Initiator / Auditor :   | KL Shun   | Auditee (if applicable) :  | YC Fong   |
| Section 2 : Nonconformity Details   |   |  |   |
| <b>Details</b>  |   |  |   |
| <i>New activity of testing method / materials had been implemented (since 1 Mar. 2006) in QA department, however the relevant Register Environmental Aspects table EAR-01 did not update with respect to such new activity.</i> |   |  |   |
| Initiator / Auditor :   |  | Responsible Dept<br>Manager:   |  |
| Section 3 : Root Cause  |   |  |   |
| <b>Details</b>  |   |  |   |
| <i>QA Engineer did not identify the environmental aspects of the new activity of testing method or materials.</i>   |   |  |   |
| Section 4 : Corrective Action   |   |  |   |
| <b>Details of proposed action:</b>  |   |  |   |
| <i>Update the Register Environmental Aspects table immediately and register the EAR in Master List of Document accordingly.</i>   |   |  |   |
| Actions to be taken by:   | YC Fong   | Date of action to be<br>completed:   | 14 March 2006   |
| Section 5 : Preventive Action   |   |  |   |
| <b>Details of proposed action:</b>  |   |  |   |
| <i>Responsible QA Engineer will ensure that any new activity / facility / material will be updated in the Register Environmental Aspects table and reported to EMR accordingly.</i>   |   |  |   |
| Actions to be taken by:   | YC Fong   | Date of action to be<br>completed:   | On-going  |
| Responsible<br>Manager:   | Tong Ming   | Date :   | 13 March 2006   |
| Section 6 : Verification and Close Out  |   |  |   |
| <b>Verification details:</b>  |   |  |   |
| <i>Register of Environmental Aspects table EAR-02 was updated and registered in the Master List of Document.</i>  |   |  |   |
| Verified by :   | KL Shun   |  | Date: 20 March 2006   |