|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Supplier: | | | Date: | |
| Complaint No.: | | | Purchase Order number: | |
| Material number: | | | Part description: | |
| Drawing number/revision: | | | | |
| Quantity ordered/delivered: | | | Quantity defective/not OK parts: | |
| Reply 8D-Report until: | | | | |
|  | | |  | |
| **8D-Report** | | **Description** | |
| 1 | Supplier Team |  | |
| 2 | Description of problem / error / reason for claim |  | |
| 3 | Interim containment actions by supplier |  | |
| 4 | Analysis and identification of root cause |  | |
| 5 | Identification and planning of permanent corrective actions by supplier |  | |
| Owner: Target date: | |
| 6 | Implementation of permanent corrective actions by supplier |  | |
| Owner: Target date: | |
| 7 | Prevention of recurrence / implementation of preventive actions and verification of effectiveness (testing after appropriate amount of time) |  | |
| Owner: Target date: | |
| 8 | Completion | Date: Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

The gray fields are to be filled-out by the supplier.