QA DOCUMENTATION SYSTEM (GMP COMPLIANT)

Includes OOS, CAPA, Deviation, and Change Control

Organization: _____

Effective Date: _____

1. OOS MANAGEMENT

Procedure for handling Out of Specification results including Stage A, B, and C investigations.

Field	Details
OOS No	
Product	
Batch	
Result	
Conclusion	

2. DEVIATION MANAGEMENT

Record and investigate any deviation from standard procedures.

Deviation No	Description	Root Cause	Action	Status

3. CAPA MANAGEMENT

Corrective and Preventive Action system to eliminate root causes.

CAPA No	Issue	Root Cause	Action Plan	Effectiveness

4. CHANGE CONTROL

Systematic control of changes affecting product quality.

Change No	Description	Impact	Approval	Status

MASTER TRACKING LOG

Date	Doc Type	Reference No	Status	Approved By