

RESP.

TR
QR
Panel

QM

CDIR

QR
PM
CPL

QM
TR
PM

CDIR

Start
from Segregation process / minor deviation

Immediate and underlying causes identification

Identification of corrective actions

Impact analysis:
▪ cost
▪ schedule
▪ safety

QM validation?
no / yes

CDIR approval?
no / yes

▪ Update
▪ NC report & Minor NC List
▪ schedule
▪ budget
▪ Sent NC list update to client

Implement corrective actions

▪ Check & record effectiveness of the corrective actions
▪ Report to CDIR

CDIR approval?
no / yes

Stop
End of minor NC process, towards Curative action process

Definitions:
 ▪ **Corrective actions** are the actions to eliminate the cause of a defected nonconformity or another undesirable situation:
 ▪ Necessary actions to correct the defective parts (scrap & remake, rework, us as is), and
 ▪ change request to modify either the design of the part, or the way to realize it or both.
 ▪ **Preventive actions** are the actions which aim at eliminating the cause of a potential non-conformity or other undesirable potential situation:
 ▪ change request to modify the organisation of the association or consortium, its management processes including PMP
 ▪ investments in new competences and equipments,
 ▪ new suppliers and subcontractors

QR and a specific panel:
 ▪ identify the immediate and underlying causes of the non conformity,
 ▪ propose corrective actions (scrap and remake, use as is, rework, including decision on segregated items) and change requests if needed,
 ▪ evaluate cost, time to implement them, and impact on safety
 ▪ complete standard NC report with forecasted corrective actions,
 ▪ record the NC on minor NC list.

Validation of the proposal:
 ▪ by QM on quality and process aspects.

Approval:
 ▪ by CDIR or consortium PL for minor defect

Documentation:
 ▪ Abnormality report becomes standard NC report

Templates & documentation:
 ▪ Minor NC list template →
 ▪ Minor NC list
 ▪ Standard NC report

QM with assistance of concerned responsible:
 ▪ implements the corrective actions,
 ▪ controls and records their efficiency on the standard NC report

Glossary
 ▪ ADP, Acceptance Data Package (documentation linked with the deliverable)
 ▪ CDIR, CRPP Direction
 ▪ CQMS, CRPP Quality Management Electronic System
 ▪ GL, Group Leader
 ▪ CPL, CRPP-Planner
 ▪ PM, Project Manager
 ▪ PMP, Project Management Plan
 ▪ PT, Project team

▪ QM, Quality Manager of CRPP
 ▪ QR, Quality Representative for the project
 ▪ RO, Responsible Officer
 ▪ SEC, Secretary
 ▪ TR, Technical Representative
 ▪ WBS, Work Breakdown Structure
 ▪ WPC, Work Package Controller
 ▪ Approval, validation by client or CDIR
 ▪ Review, internal critical presentation to peers & GL
 ▪ Validation, internal validation by hierarchy

081022

| Rel. | Date | Designation | Author | Checked |
|-------|----------|--|---------|---------|
| 0.0.1 | 23.10.08 | New design common to CRPP & ITERMAG, related to the Abnormality management process | Léonard | |
| 0.0.0 | 11.04.08 | First design for CRPP | Léonard | |

MANAGEMENT PROCESS FOR MINOR NON CONFORMITY