

[Company Name]	Quality Procedure Specification QPS 8.7-01 Subject: Control of Nonconforming Outputs
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1 Purpose

To establish a procedure for identifying and controlling process outputs that do not conform to their requirements, and for determining their disposition, in order to prevent their unintended use or delivery.

2 Scope

This procedure applies to all process outputs, including nonconforming products, materials and services, whether obtained from external providers, produced or provided in-house, or held in the Organization's stock. It covers nonconforming outputs detected at any stage, including incoming inspection, intermediate stages of production and service provision, and final inspection and release, as well as those detected after delivery of products or during or after the provision of services.

This procedure applies to all employees.

3 Responsibility and Authority

The Quality Manager is the Process Owner and has the responsibility and authority to ensure this procedure is followed. The Quality Manager may delegate tasks to qualified personnel as needed. All employees are responsible for knowing and following this procedure and for promptly reporting any nonconforming output they detect.

The President, the Quality Manager and the Sales Manager have the authority to decide on the action to be taken with respect to nonconforming outputs, including acceptance under concession.

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[End of preview. Section 4.0: Procedure — the full nonconforming-output workflow (detection, segregation and HOLD tagging, disposition options including correction, containment, customer notification and acceptance under concession, verification after correction, environmentally sound disposal, and actions for nonconformities detected after delivery) — along with Section 5.0 (Criteria and Risks), Section 6.0 (Documented Information), Section 7.0 (Revision History), and the Nonconformity Protocol and Hold Tag annexes — is included in the full purchased document. Visit the [product page](#) to purchase the complete QPS 8.7-01 Control of Nonconforming Outputs procedure.]

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