

GPD FSU QIN:

Glendale Police Department Forensic Services Unit Quality Issue Notification

Date of Occurrence: Date Reported: Reported By: Identification of Nonconformance (description of issue):

Case Number(s):

Significance of Nonconformance:

Evaluation and Classification of Nonconformance:

**Risk Analysis Rating:**

**Classification of Issue:**  Nonconformance with CAP

 Nonconformance without CAP

**Type of Error:**

 Administrative

 Analytical/Interpretive  Deviation  Systematic

 Test Method  N/A

**Applicable Policy(ies):**

Authorized: Lab Director

FSU\_ QA\_001 Version 1.1 Revised 3/10/2023

**Work Halted:** No

**Comments:**

Yes

**Approved by:**

**Date Performed:**

**Customer Notification Needed?:** No Yes

**Comments:**

**Date Performed:**

**Disclosed to ANAB?:**

**Comments:**

No

Yes

**Date Performed:**

Discussion Notes/Root Cause Analysis:

Action Plan/Corrective Action Plan (CAP):

Authorized: Lab Director

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**Approval of Root Cause Analysis and Corrective Action Plan:**

**Approved by:**

Date:

**Additional Acknowledgement or Approval:**

**Review completed by Quality on:**

**Work Resumed:**  **Yes**  **N/A Date:**

**Monitoring/Follow Up:**

Performed By:

Authorized: Crime Laboratory Director

**Completion of Nonconformance:**

**Completion Date:**

**Approved by:**

**Date:**

**Approved by:**

**Date:**

**Approved by:**

**Date:**

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