 **Prahladrai Dalmia Lions College of Commerce & Economics**

Sunder Nagar, Malad (West), Mumbai, 400 064

**Corrective Action Request (Car) For Non Conformance/ Complaint**

Please deposit this form with the Internal Quality Assurance Cell or mail the copy to [emelian@dalmialionscollege.ac.in](mailto:emelian@dalmialionscollege.ac.in). Thank you.

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| --- | --- | --- |
| **Brief on Non Conformance/ Complaint**    **Reported by : - Students / Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Handover Date to DR** | |  |
| **Action by DR: • Enter CAR No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **• Category of NC/ Complaint ( √ )**  **Exam and Result**  **TLP/ Faculty**  **Other**  **Facilities**  **Administration**  **• CAR sent to concerned Department by DR with Date: \_\_\_\_\_\_\_\_\_\_** | | |
| **Action by Concerned Department:**  **Correction:** | | |
| **Root-cause Analysis :** |  |  |
| **Corrective Actions:**  **By Department & Date : Sent to DR (Date)** | | |
| **Review by DR with concerned Department ( Indicate with** √ **)**    **NOT OK**  **OK**    **Signature by DR & Date :** | | |
| **Review of Effectiveness by DR (After a gap of 6 months)**  **Open**  **CAR Status**  **Closed**  **Signature By DR & Date** | | |

**DI/F-CAR/00**