

KREIS TOOL & MFG. COMPANY

MANAGEMENT ACTION REQUEST (MAR)		MAR No.	
<input type="checkbox"/> Corrective Action		<input type="checkbox"/> Preventive Action	<input type="checkbox"/> Opportunity for Improvement
Source <input type="checkbox"/> Internal / External Audit <input type="checkbox"/> Management Review <input type="checkbox"/> Customer Complaint <input type="checkbox"/> Product Deficiency <input type="checkbox"/> Employee Suggestion <input type="checkbox"/> Other:	Reference: Customer: NCR# Part#: Rev.#: W/O#: Qty:	Comments:	
Description of Actual or Potential Problem or Opportunity for Improvement (condition found):			
Initiated by:		Date Initiated:	
Received and Entered into MAR System by:		Date:	
Assigned to:		Reply Due Date:	
Immediate Action (to correct problem, minimize risk or achieve short term benefits):			
Root Cause:			
Long Term Action (to prevent occurrence/recurrence of a problem, or achieve long term benefits):			
		Planned Completion Date:	
Submitted by:		Date Action Plan Submitted:	
Comments by Approval Authority:			
Action Plan Approved by:		Date Action Plan Approved:	
Followed Up by:		Date of Follow Up:	
Effective? <input type="checkbox"/> Yes <input type="checkbox"/> No		Evidence:	
MAR Closed Out by:		Date MAR Closed Out:	