

CORRECTIVE AND PREVENTIVE ACTION

Installation Supplement – Eustis

The following supplemental content describes how JBLE-Eustis intends to implement this procedure.

Purpose:

The purpose of this procedure is to establish, implement, and maintain a method for dealing with actual and potential nonconformities and for taking corrective action and preventive action to mitigate environmental impacts, avoid recurrence, and make appropriate changes to the Environmental Management System (EMS).

Background:

Nonconformance issues related to EMS conformance and Environmental Program Compliance are tracked using the Air Force Environmental Inspection Process (EIP) as described in AFI 32-7001, *Environmental Management*. JBLE-Eustis Environmental Permit requirements, Federal, State, and Local regulations [including JBLE-Eustis Environmental Management Procedures (EMPs) and associated checklists or forms] to verify Environmental Program Compliance and findings (deficiencies, recommended improvement areas, and strengths) are documented in eDASH Finding Tracker Tool. EMS conformance evaluation is performed and documented utilizing the Inspector General's Management Information Control Toolset (MICT) 32-70XX series Self-Assessment Communicators (SAC's).

Procedure:

AFI 90-201 addresses the basic framework for identifying noncompliance and nonconformance, root causes, and proposed corrective actions. JBLE-Eustis uses the corrective and preventive actions, tracking, and documentation as outlined in this AFI.

Corrective and preventive actions vary depending on the assessment stage. Activities will develop an Activity Corrective Action Plan (ACAP) to track findings of non-conformance from installation internal assessments (Stage 2) and activity assessments (Stage 1). Stage 1 issues are brought to the attention of the appropriate Program Manager, and the shop is notified to identify the underlying cause and implement a corrective action. For Stage 2, Environmental Program Managers track findings using environmental inspection forms and the eDASH Finding Tracker Tool. For Stage 3 assessments, Corrective Action Plans are prepared for both compliance and conformance findings. Corrective and preventive actions are briefed by the Environmental Chief to our leadership via the ESOHC meeting.

Updated by Ms. Joanna Bateman 5/20/20