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Loughborough University				
The Centre for Biological	Control of Non-Conforming/Adverse Events			
Engineering				
Document Ref: MI-POL-008	Version Nº:	1.0	Issue Date:	January 2016

### **Policy**

The Centre for Biological Engineering (CBE) shall establish and maintain procedures to ensure that non-conforming or adverse events, including complaints, that could cause or threaten the health and safety of CBE personnel, or cause or threaten harm to the environment or impact quality of the research product and/or loss or damage to material, are identified, reported and investigated promptly.

The CBE shall ensure that any corrective and preventive actions taken to eliminate the causes of the actual or potential occurrence of the adverse event are appropriate to the magnitude of the problem and commensurate with the risks and impact encountered. Records of the nature of non-conformities, adverse events or complaints and any subsequent actions taken shall be maintained.



Written by: P.Hourd Date: 25/01/2016 Reviewed by: C.Kavanagh Date: 04/12/2023

Reviewed by: R. Thomas

Date: 13/12/2023

12.5.1

Approved by N. Medcalf Date: 25/01/2016

Review approved by: K Coopman

Date: 13/12/2023

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# **Version History**

Version Reviewed	Date Revised/ Reviewed	DCN No	Revision Summary	New Version Number
1.0	4 <sup>th</sup>	N/A	No Amendments	1.0
	December 2017 by	No	Minor Editorials only including revision details	New version
	C.Kavanagh	changes made		not
	C.Navariagri	made		required
1.0	2 <sup>nd</sup>	N/A	No Amendments	1.0
	December	No	Minor Editorials only including revision details	New
	2019 by	changes		version
	C.Kavanagh	made		not
				required
1.0	6 <sup>th</sup>	N/A	No Amendments	1.0
	December	No	Minor Editorials only including revision details	New
	2021 by	changes		version
	C.Kavanagh	made		not required
1.0	4 <sup>th</sup>		No Amendments. New review date only.	1.0 New
	December	N/A No		version
	2023 by	changes		not
	C.Kavanagh	made 🔪	, <b>V</b>	required

# **Document Control**

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Written by: P.Hourd Date: 25/01/2016 Reviewed by: C.Kavanagh Date: 04/12/2023

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Reviewed by: R. Thomas

Date:

13/12/2023

Approved by N. Medcalf Date: 25/01/2016

Review approved by: K Coopman

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### **Security Statement**

This document is the intellectual property of the CBE within the University of Loughborough and as such, must not be circulated outside of the University without the written approval from the Departmental Quality Manager and the author.



Written by: P.Hourd Date: 25/01/2016
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Reviewed by: R. Thomas

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