

Loughborough University The Centre for Biological Engineering		Evaluation and Continuous Improvement		
Document Ref: MI-POL-010	Version N°:	1.0	Issue Date:	January 2016

Policy

As part of a commitment to continuous improvement, the Centre for Biological Engineering (CBE) has established and shall maintain a monitoring, change control, internal inspection, corrective and preventative action and management review process to enable the organisation to continually improve the effectiveness of the Quality Management System (QMS) and confirm that the arrangements for all work activities within the CBE Laboratories are effective and remain valid.

The CBE shall take action to eliminate the cause of non-conformities or adverse events in order to prevent recurrence. Corrective actions shall be appropriate to the magnitude of effects of the non-conformities or adverse events and commensurate with the risks and impact encountered.

The CBE has established and shall maintain procedures that define requirements for:

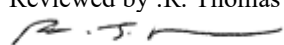
- Reviewing and detecting non-conformities/adverse events and their causes (including complaints),
- Evaluating the need for action to ensure that non-conformities/adverse events do not recur,
- Determining and implementing action needed,
- Recording the results of action taken, and
- Reviewing corrective action taken.

The CBE shall determine actions to eliminate the causes of potential non-conformities or adverse events in order to prevent their occurrence. Preventive actions shall be appropriate to the magnitude of the effects of the potential problems and commensurate with the risks involved.


The CBE has established and shall maintain procedures that define requirements for:

- Determining potential non-conformities/adverse events and their causes,
- Evaluating the need for action to prevent occurrence of non-conformities/adverse events,
- Determining and implementing action needed,
- Recording the results of action taken, and
- Reviewing preventive action taken.

Written by: P.Hourd Date: 25/01/2016
Reviewed by C.Kavanagh Date:08/12/2025

Reviewed by :R. Thomas

Date: 09/12/2025

Approved by N. Medcalf Date: 25/01/2016
Review approved by: K Coopman


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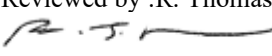
Version History

Version Reviewed	Date Revised/ Reviewed	DCN No	Revision Summary	New Version Number
1.0	4 th December 2017 by C.Kavanagh	N/A No changes	No Amendments required Minor editorials only including revision details	1.0 New version not required
1.0	2 nd December 2019 by C.Kavanagh	N/A No changes	No Amendments required Minor editorials only including revision details	1.0 New version not required
1.0	6 th December 2021 by C.Kavanagh	N/A No changes	No Amendments required Minor editorials only including revision details	1.0 New version not required
1.0	4 th December 2023 by C.Kavanagh	N/A No Changes	No Amendments required . New revision date only.	1.0 New version not required.
1.0	8 th December 2025 by C.Kavanagh	N/A No Changes	No Amendments required . New revision date only.	1.0 New version not required


Document Control

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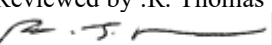
Approved by N. Medcalf Date: 25/01/2016
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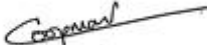

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Security Statement

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.

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