AASHTO Accreditation Program (AAP)
Proficiency Sample Corrective Action Report

Name/Location of Laboratory:	**Sample Identification:**
Laboratory PSP Number:	**Report Date:**

Please use this form when investigating poor ratings on proficiency sample testing. Results which are beyond 2 standard deviations of the grand average are considered to be poor results (ratings of 0, 1, and 2). Investigate the root cause of the problem and describe the corrective action taken to resolve the problem in the areas provided. Please retain a copy of this document for your own records. You do not need to submit this form to the AMRL or CCRL for review, but if you would like feedback on your findings, it is permissible to request it.

Test Method: AASHTO _____ ASTM _____ **Rating**: _____

Root Cause Analysis (A step-by-step method that leads to the discovery of the problem's first or root cause.)

Corrective Action (Action taken to eliminate the cause of a detected nonconformity.)

Signature: Date: