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| Corrective Action and Improvement Report (CAIR)  Use this form to ensure that problems you discover with your herd or property management activities or record keeping that cannot be fixed immediately get dealt with in a reasonable timeframe and to keep a record of what you will do to reduce the risk of the same problem happening again.   |  |  | | --- | --- | | Date: | CAIR number: | | **Corrective action** | | | Area/activity where the problem occurred: | | | Description of what happened (date, location, how the problem was noticed, why it is a problem): | | | Description of what caused the problem (or your best guess about the cause): | | | What will be done to fix this problem? | | | Date the problem will be fixed: | | | **Responsible person**  Name:       Signature:       Date: | | | Confirmation that the problem is fixed (signed off by herd owner/manager)  Name:       Signature:       Date: | | | **Improvement action** | | | What will you do to prevent (or reduce the risk) of the same thing happening again? | | | Confirmation that the improvement is in place (signed off by responsible person)  Name:       Signature:       Date: | |   Page 1 of 1 |