

**Veolia Contract Corrective Action Form**

<b>Meeting date:</b>	<b>09/09/08</b>	<b>Responsible Brent Team Leader:</b>	<b>John Rymer</b>
<b>Village:</b>	<b>All</b>	<b>Responsible Veolia Manager:</b>	<b>Jean Francois Moreau</b>

<b>CAP No.</b>	<b>Agreed Action</b>	<b>Responsible Manager</b>	<b>Timescale for completion</b>	<b>Implemented on time? YES / NO</b>
<b>CAP 33</b>	1. To provide a written update on the current status of all the satellite depots. Including, the intended improvements and timescales within which these will be implemented.	JF Moreau/Andy Beaney?? (TBC)	Tues 16/09/08	
	2. Provide weekly updates at to developments with the depots. Such as, new sites identified or completion of works at specific depots.	JF Moreau/ Andy Beaney?? (TBC)	From Tues 23/09/08 until an adequate 'satellite depot' is provided for every village in Brent.	
	3. Provide an adequate 'satellite depot' for every village before the winter period.	JF Moreau/ Andy Beaney?? (TBC)	01/11/08	
	4. Arrange a date for a joint client/contractor inspection	JF Moreau/ Andy Beaney?? (TBC)	01/11/08	

	to visit each of the depot's to ensure they are acceptable to all parties.			
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An example of what an adequate 'satellite depot' should deliver can be found on Page 4 of Veolia's Method Statement 1.

**MONITORED BY:**

**Corrective Action Plan sign-off date:** \_\_\_\_\_ (dd/mm/yy)