

RECALL EFFECTIVENESS CHECK

This is _____, I am calling from _____
(Your name) (Company name)
to determine if you were aware of our company's recall of _____
(Product Description, with Codes, and Reason)

May I please speak with _____? On _____ we sent
(Key Company Contact) (Date)
notification to all companies which may have received this product. Stating that all product should
be

(Indicate what they were told to do)

I have the following questions to ask you regarding the recall:

Your Name: _____ Your Title: _____

1. **Did your company receive notification of this recall?** YES NO
2. **Did your company receive shipments of this product?** YES NO
(if NO, terminate questions and close)
3. **Do you have any of the recalled product(s) on hand?** YES NO
(Can you please check your inventory before asking?)
4. **Have you or do you intend to _____ associated product?**
(state what they were supposed to do with product) YES NO
5. **Have you received any complaints associated with the product?** YES NO

If YES, please provide details: _____

Signed: _____ Date: _____

Reviewed By: _____ Date: _____