

Manufacturing Process Root Cause Analysis Report

Report No.:

Date:

Prepared By:

Department:

Process/Area:

1. Problem Description

Issue Detected:

Date & Time of Occurrence:

Reported By:

2. Containment Actions Taken

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3. Investigation & Analysis

Investigation Team:

Investigation Steps:

Root Cause(s) Identified:

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4. Corrective Actions

Action Item	Responsible Person	Due Date	Status

5. Verification & Effectiveness

Verification Method:

Results:

Verified By:

Date:

