

Production Line Downtime Root Cause Analysis

Event Information

Date:

Time:

Reported By:

Line / Process:

Equipment / Area:

Shift:

Description of Downtime Event

Description:

Duration (min):

Initial Actions Taken

Root Cause Analysis

Investigation Team:

Tools/Method Used (e.g. 5 Whys, Fishbone):

Identified Root Cause(s):

Corrective & Preventive Actions

Action	Responsible	Due Date	Status

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Verification / Effectiveness Review

Results / Comments:

Reviewed By:

Date: