

Daily Machine Downtime Monitoring Worksheet

Date:

Shift:

Supervisor:

No.	Machine Name / ID	Start Downtime (hh:mm)	End Downtime (hh:mm)	Total Downtime (minutes)	Reason / Description	Action Taken	Operator Initial
1							
2							
3							
4							
5							

Prepared By

Reviewed By

Approved By