

# Daily Machine Downtime Monitoring Worksheet

Date:

Shift:  Shift

Supervisor:  Supervisor Name

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

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Reviewed By

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Approved By

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