

Manufacturing Shift Downtime Analysis Report

Date: _____

Shift: _____

Line/Area: _____

Supervisor: _____

Prepared By: _____

1. Downtime Summary

Start Time	End Time	Duration (min)	Reason/Category	Details/Notes
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2. Downtime Summary Table

Category	Total Duration (min)	% of Shift
Mechanical	---	---
Electrical	---	---
Material	---	---
Quality	---	---
Other	---	---
Total	---	100%

3. Root Cause Analysis & Corrective Actions

Major Causes Identified:

Corrective Actions:

Responsible Person:

Target Completion Date:

4. Remarks / Observations

Supervisor

Maintenance

Manager