

# Manufacturing Safety Incident RCA Document

Incident Title

Date & Time of Incident

Location

Reported By

## Incident Description

Describe the incident in detail...

## Immediate Actions Taken

List actions taken immediately after the incident...

## Investigation Details

Investigation Team Members

Investigation Date(s)

## Root Cause Analysis

Possible Cause	Root Cause?	Notes
<div></div>	<div></div>	<div></div>
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## Corrective/Preventive Actions

Action	Person Responsible	Due Date	Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Lessons Learned**

Document lessons learned from this incident...

**Sign-Off**

Prepared By

Date

Approved By

Date