

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
<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"/>

Corrective/Preventive Actions

Action	Person Responsible	Due Date	Status

Lessons Learned

Document lessons learned from this incident...

Sign-Off

Prepared By

Date

Approved By

Date