

# 5 WHYs ROOT CAUSE ANALYSIS TEMPLATE

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PRODUCT/PROCESS		DEPARTMENT		COMPLETED BY		DATE	
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<b>DEFINE THE PROBLEM</b>	Define problem here					<b>CORRECTIVE ACTION TO TAKE</b>			
<b>WHY IS THIS A PROBLEM?</b>	<b>PRIMARY CAUSE</b> Why is it happening?	<b>**NOTE: If the final "Why" has no controllable solution, return to the previous "Why."**</b>			<b>ROOT CAUSE</b> Why is that?	<b>CORRECTIVE ACTION</b>	PARTY RESPONSIBLE	DATE ACTION TO BEGIN	DATE TO COMPLETE
	Why is that?	Why is that?	Why is that?	Why is that?	Why is that?				
	Why is that?	Why is that?	Why is that?	Why is that?	Why is that?				
<b>CONTRIBUTING PROBLEM</b> Why is it happening?	Why is that?	Why is that?	Why is that?	Why is that?	<b>ROOT CAUSE</b> Why is that?	<b>CORRECTIVE ACTION</b>	PARTY RESPONSIBLE	DATE ACTION TO BEGIN	DATE TO COMPLETE
Why is that?	Why is that?	Why is that?	Why is that?	Why is that?	Why is that?				
Why is that?	Why is that?	Why is that?	Why is that?	Why is that?	Why is that?				
<b>OTHER CONTRIBUTING PROBLEM</b> Why is it happening?	Why is that?	Why is that?	Why is that?	Why is that?	<b>ROOT CAUSE</b> Why is that?	<b>CORRECTIVE ACTION</b>	PARTY RESPONSIBLE	DATE ACTION TO BEGIN	DATE TO COMPLETE
Why is that?	Why is that?	Why is that?	Why is that?	Why is that?	Why is that?				
Why is that?	Why is that?	Why is that?	Why is that?	Why is that?	Why is that?				