A picture containing drawing

Description automatically generatedLESSONS LEARNED LOG

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| --- | --- | --- | --- |
| Project Name |  | Date |  |
| Project Id |  | Document Number |  |
| Project Manager |  | Project Owner/Client |  |

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| --- | --- | --- | --- | --- |
| State the success or problem. | Describe contributing factor(s) or cause(s). | Describe the impact to the project. | Scope, time, cost, quality, human resources, communications, risk, or procurements? | What change or improvement could prevent the same problem from occurring again or ensure that the success reoccurs? |
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**Additional Comments:**