Root Cause Analysis

Topic: <Topic>

Date: <Date>

SPOC: <SPOC Name>

Agenda

- Problem Background
- Supporting Analysis
- Root Cause Analysis
- Action Plans

Problem Background

- Problem
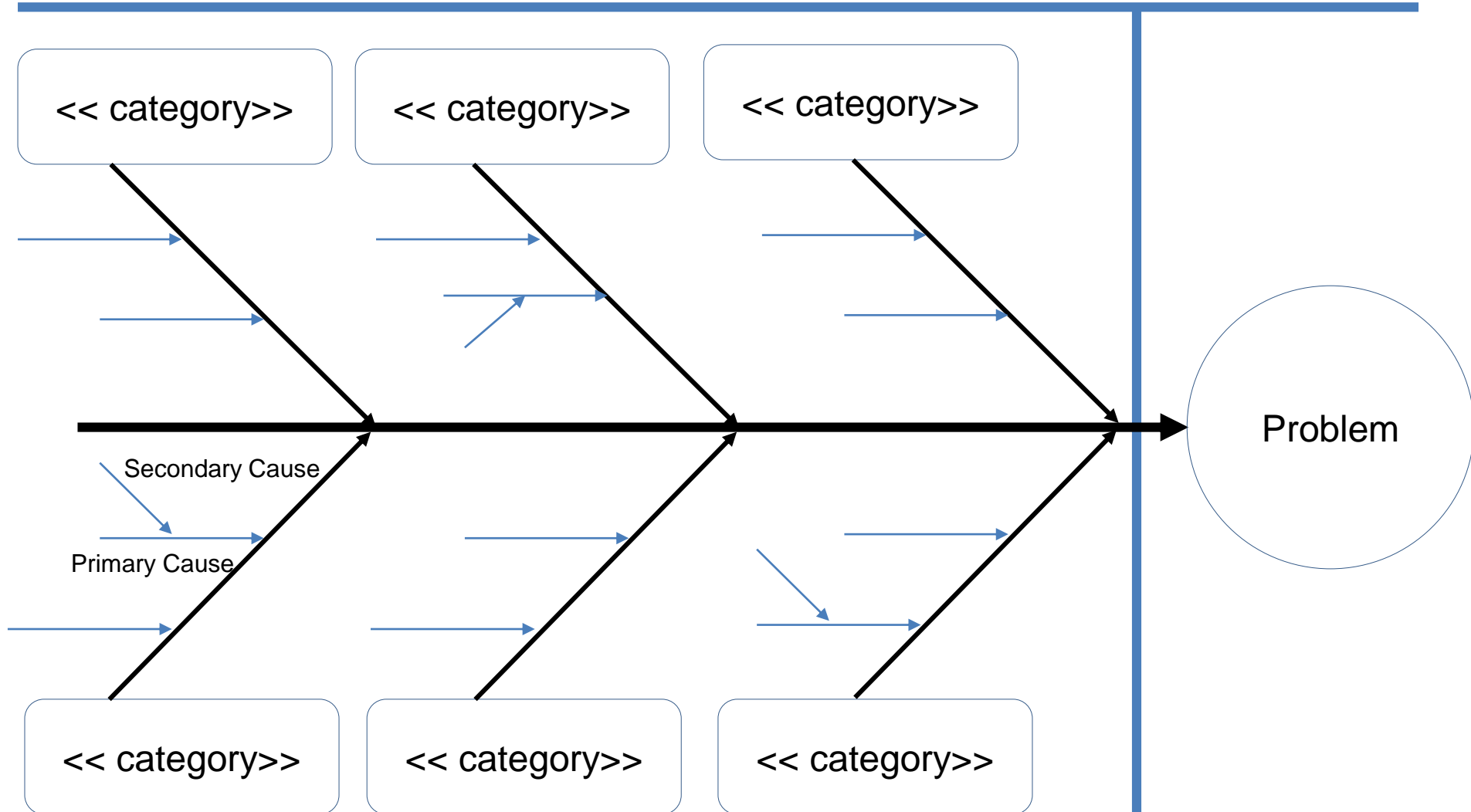- << Give a brief about the problem Statement>>

Analysis

- Provide any supporting analysis of the problem like
  - Pareto
  - Trend Analysis etc.,

Root Cause Analysis

- Fishbone
- 5 Why
- Brain Storming or any other technique to find the root causes

Fishbone Cause

<< category >>

<< category >>

<< category >>

Problem

Secondary Cause

Primary Cause

<< category >>

<< category >>

<< category >>

Action Plans

Root Cause	Impact	Corrective Action
<<Mention the identified Root cause>>	<<Identify the impacted components>>	<<Identify the corrective action>>

Revision History

Date	Revision Number	Changes	Author	Approved By
3-May-17	1.0	Initial Document	Steve Sommers Rakesh Solleti	Anitha T G

Note: The version updated here is the template version, this can be cleared and replaced with the actual version history of the project

Thank you!