**[A blue and white sign

Description automatically generated](https://www.smartsheet.com/try-it?trp=12115&utm_source=template-word&utm_medium=content&utm_campaign=Basic+SIPOC-word-12115&lpa=Basic+SIPOC+word+12115)Basic SIPOC Template**

PROCESS TITLE:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S** | **SUPPLIERS** | **I** | **INPUT** | **P** | **PROCESS** | **O** | **OUTPUT** | **C** | **CUSTOMER** |
| who is providing  input to a process | | resource provided by supplier  for incorporation to process | | steps taken to convert  input to output | | resource resulting  from process | | receiver of newly  created output | |
|  |  |  |  | **1** |  |  |  |  |  |
|  |  |  |  | **2** |  |  |  |  |  |
|  |  |  |  | **3** |  |  |  |  |  |
|  |  |  |  | **4** |  |  |  |  |  |
|  |  |  |  | **5** |  |  |  |  |  |
|  |  |  |  | **6** |  |  |  |  |  |
|  |  |  |  | **7** |  |  |  |  |  |
|  |  |  |  | **8** |  |  |  |  |  |
|  |  |  |  | **9** |  |  |  |  |  |
|  |  |  |  | **10** |  |  |  |  |  |
|  |  |  |  | **11** |  |  |  |  |  |
|  |  |  |  | **12** |  |  |  |  |  |
| CUSTOMER REQUIREMENTS |  | CUSTOMER REQUIREMENTS |  | CUSTOMER REQUIREMENTS |  | CUSTOMER REQUIREMENTS |  | CUSTOMER REQUIREMENTS |  |

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