

5 WHYs Template

Define the Problem

Why is this a problem?

PRIMARY CAUSE

Why is it happening?

1

Why is that?

2

Why is that?

3

Why is that?

4

Why is that?

5

ROOT CAUSE

NOTE: If the final "Why" has no controllable solution, return to the previous "Why."

Corrective Action to Take

CORRECTIVE ACTION

PARTY RESPONSIBLE

DATE ACTION TO BEGIN

DATE TO COMPLETE

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