5 WHY's TEMPLATE

smartsheet

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?

ROOT CAUSE

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

5

CORRECTIVE ACTION TO TAKE

CORRECTIVE ACTION

PARTY RESPONSIBLE

DATE ACTION TO BEGIN

DATE TO COMPLETE