|  |  |
| --- | --- |
| Problem Solving Worksheet | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| --- | --- | --- | --- | --- |
| Problem Statement |  |  | Goal |  |
|  |  |  |
|  |  |  |  |  |
| Background & Current State |  |  | Fishbone |  |
|  |  | ProblemPeopleProcessMaterialsMachinesEnvironmentSample, use blank pageMeasurement |
|  |  |  |
|  | Two Main Causes |  |
|  |  |
| Investigation (Plan) |  |  | Results of the Investigation |  |
|  |  |  |

|  |  |
| --- | --- |
| Countermeasures |  = Yes = Maybe = No |
| Countermeasure | Scope of Control | Size | Importance | Buy-in | Resources |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Plan to Improve |  |  |  |  |  |  |
| What | Who | How | When |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Check |  |  | Adjust / Act |  |
|  |  |  |