Root Cause Analysis Report

Report Title								
Date								
Prepared By								
1. Problem D	escription							
••								
2. Impact								
3. Timeline o	f Events							
Time	Event		Details					
			Journal					
4. Root Cause								
5. Corrective	Actions							
		I						
Action	Responsible	Status		Due Date				

6. Preventive Actions

7. Lessons Learned		
8. Follow-Up		