

Equipment Failure Investigation Template

General Information

Date:

Investigator:

Department:

Equipment Name/ID:

Location:

Failure Description

Date & Time of Failure:

Description of Failure:

How was the failure detected?

Immediate Actions Taken

Actions Taken:

People Involved/Notified:

Investigation and Analysis

Investigation Summary:

Root Cause Analysis:

Contributing Factors:

Corrective and Preventive Actions

Corrective Actions:

Preventive Actions:

Follow-up Required:

Approvals

Reviewed By:

Date:

Approved By:

Date: