

Corrective Action Plan Template

9 May 2024 / SafetyCulture Staff

Complete

Score	3 / 4 (75%)	Flagged items	1	Actions	1
Site conducted					Sydney test
Conducted on					09.05.2024 10:20 PST
Prepared by					SafetyCulture Staff
Location					Sydney

Flagged items & Actions

1 flagged, 1 action

Flagged items

1 flagged, 1 action

Issue Identification

Is there a timeline with clear milestones for each action?

No

John Smith to create a milestone

To do | Assignee: SafetyCulture Staff | Priority: Low | Due: 17.05.2024 10:22 PST | Created by: SafetyCulture Staff

John Smith

Create a timeline for Corrective Action Plan milestone

Other actions

0 actions

Issue Identification

1 flagged, 1 action, 3 / 4 (75%)

Clearly define the problem or issue.

Test

Confirm that the issue has been properly documented.

Yes

Ensure all stakeholders are aware of the problem

Yes

Root Cause Analysis

1 / 1 (100%)

Does your team use appropriate analysis tools (5 Whys, Fishbone Diagram, etc.).

Yes



Photo 1

[5 Whys System Plan 2024.pdf](#)

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No

John Smith to create a milestone

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John Smith

Create a timeline for Corrective Action Plan milestone

Media summary



Photo 1

File summary

[5 Whys System Plan 2024.pdf](#)