# 5 whys worksheet

## 01 The problem

| Asset | Date | Led by | Team |
|---|---|---|---|
| | | | |

What happened, when, how often

## 02 Why, the answer, and how it was checked

| # | WHY? | ANSWER | HOW IT WAS CHECKED |
|---|---|---|---|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |

> Answer with something you can see or measure. When a why has two believable answers, follow both. Stop at a cause you can act on, then read the chain back from the last answer up with "therefore".

## 03 The fix

| ACTION | OWNER | DUE | DONE |
|---|---|---|---|
| | | | ☐ |
| | | | ☐ |
| | | | ☐ |

## 04 Keeping it fixed

| Preventive task | How often | Check it again on | Result |
|---|---|---|---|
| | | | |