



Breakdown / Abnormality Analysis Report

Date	Shift	Department	Area/Process	Operator/Technician	Shift/Area Incharge
Equipment Name	Breakdown Start Time	Breakdown End Time	Production Start Time	Total B/D Duration	Production Loss

Breakdown / Abnormality Description (Details of the information received and Gemba observations):

Details of the Correction (Initial actions taken to restart the machine or resume operations/production)

Why-Why Analysis (must be done at Gemba and preferably by a small group and in presence of / along with the subject matter expert)

Why-Why	Why this Phenomenon / Abnormality	Evidence (should be supported by evidence)
Phenomenon		
Why 1		
Why 2		
Why 3		
Why 4		
Why 5		

Details of Corrective and Preventive Action (Actions taken / planned to avoid reoccurrence of the breakdown or abnormality)

Spares Consumed (Abnormality Correction)	Cost of Breakdown / Abnormality - In INR			
	Spare Cost	Rejection & Rework	Production Loss	Total Cost

Root Cause and CAPA Classification

Root Cause Classification	CAPA Classification					
	AM (JH)	TBM & CBM	Kaizen	Poka-Yoke	SOP / WI	Skill, Training
1 Poor Basic Condition (CLITA)						
2 Poor Operating Condition / Operation						
3 Deterioration						
4 Poor / Weak Design						
5 Inadequate Knowledge & Skill						

Report Preparation & Closure	Prepared By	Approved By	Closed By (Post CAPA)
Name of Person			
Signature			
Date			