



Root Cause Confirmation

Verify suspected root causes with documented facts, observations, and process data.

PROJECT NAME

TEAM / DEPARTMENT

DATE

ROOT CAUSE CONFIRMATION LOG

POSSIBLE ROOT CAUSE	METHOD TO CONFIRM ROOT CAUSE	RESPONSIBLE PERSON	DUE DATE	RESULT OF CONFIRMATION	CONCLUSION

CONCLUSION: Confirmed / Not Confirmed / Inconclusive

Use observations, records, measurements, or other evidence. Record findings rather than assumptions.

If evidence is inconclusive, identify the additional information needed before moving to Improve.