

A3 problem solving

Understand the problem

1. TITLE AND OWNER

One line: the problem, the cell, and an owner who can change the process.

2. BACKGROUND

Why this matters now, in two sentences: how many times, what it has cost.

3. CURRENT CONDITION

Counts, not opinions. How often, which shift, which part, when in the shift.

4. TARGET CONDITION

A number and a date. "Under 8 a month by the end of next month."

CELL _____

STARTED _____

OWNER _____

Do something about it

5. ROOT CAUSE ANALYSIS

The five whys, written out, ending at a cause you can act on.

6. COUNTERMEASURES

What changes, aimed at the bottom of box 5. Include an interim fix if the permanent one takes time.

7. PLAN

Who does what, by when. Names and dates, one per line.

8. FOLLOW-UP

How you will check it held, when, and what number means closed.

 Free template from ShopBoard · shopboard.live/templates

How to use it: shopboard.live/blog/a3-problem-solving-for-small-manufacturers