



ORIGINATOR: \_\_\_\_\_

OWNER: \_\_\_\_\_

DATE: \_\_\_\_\_



Owning Support Group

REF. #: \_\_\_\_\_

SOURCE: \_\_\_\_\_



AREA: \_\_\_\_\_

CONTINUOUS IMPROVEMENT

**1) Detailed Description of Idea / Issue**

Idea Validation

**2) Business Case for Idea / Root Cause of Issue**

See reverse side for Solution/Action plan



BW-0000

**3) Solution / Action to be taken:**

Solution Validation

**4) Date to be completed by:** \_\_\_\_\_

*(Please initial)*

OWNER: \_\_\_\_\_ ORIGINATOR: \_\_\_\_\_

*Note: Sections 1, 2 and 3 must be agreed upon by Owner and Originator*

**5) Completion and Sign-off:**

Standard Work Documented Completion Validation

Date Completed: \_\_\_\_\_

Owner: \_\_\_\_\_ (Signature)

Originator: \_\_\_\_\_ (Signature)

Contact owner for any additional documentation related to this idea / issue  
This card is not a controlled document. For reference only.



Owning Support Group

ORIGINATOR: \_\_\_\_\_

OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

REF. #: \_\_\_\_\_ SOURCE: \_\_\_\_\_

AREA: \_\_\_\_\_



Status

SAFETY

**1) Detailed Description of Safety Issue:**

**2) Business case for Root Cause of Issue:**

See reverse side for Solution/Action plan



BW-0000

**3) Solution / Action to be taken:**

Solution Validation

**4) Date to be completed by:** \_\_\_\_\_

*(Please initial)*

OWNER: \_\_\_\_\_ ORIGINATOR: \_\_\_\_\_

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