

PowerPoint A3 Problem-Solving Template

Title: _____

Start Date: _____

Planned Duration: _____

Team Leader: _____

Problem Statement
Problem statement description.

Goal/Target State
Current goal/target state description.

Current State
Current state description.

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Root Cause Analysis

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Countermeasures

- List countermeasures
- List countermeasures
- List countermeasures
- List countermeasures

- List countermeasures
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- List countermeasures
- List countermeasures

Counter Measures

Activity	Owner	Start Date	End Date	Due Date
Description	Name	MM/DD/YY	MM/DD/YY	MM/DD/YY
Description	Name	MM/DD/YY	MM/DD/YY	MM/DD/YY
Description	Name	MM/DD/YY	MM/DD/YY	MM/DD/YY
Description	Name	MM/DD/YY	MM/DD/YY	MM/DD/YY

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Implementation Plan

Activity/Issue	Who	Follow-Up Date	Status	Outcome/Results	Next Steps
Description	Name	MM/DD/YY	MM/DD/YY	Description	Description
Description	Name	MM/DD/YY	MM/DD/YY	Description	Description
Description	Name	MM/DD/YY	MM/DD/YY	Description	Description
Description	Name	MM/DD/YY	MM/DD/YY	Description	Description

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