

5S ACTION PLAN

FORMAT NO.:

DEPARTMENTAL OBJECTIVE	OBJECTIVE CODE

CURRENT LEVEL	DATE	BASE TARGE	DEFINED DATE	TARGET LEVEL	DATE	LAST YEAR TREND% (UP/DOWN)

DEPARTMENTAL OBJECTIVE OPEN / CLSOE STATUS	
OPEN	CLOSED

OBJECTIVE DESCRIPTION

RESPONSIBILITY

START DATE & TIME	CLOSED DATE & TIME

ACTION PLAN

STATUS

TEAM

FINAL STATUS OEPN / CLOSED

LEADER NOTES & SIGNATURE

