OPS Tools
ORIGIN PROBLEM SOLVIING

Origin Detailed Action Plan

Record on this sheet only if needed. Capture final highlights on the A3.

What This Tool Is

The Detailed Action Plan (DAP) converts prioritized countermeasures into owned, time-bound actions that close the gap. It ensures that each change has a single accountable owner, clear dependencies, and a finish date, and that status is reviewed at a cadence until results are sustained.

How To Use It

1. Link each action to the problem, the verified root cause.
2. Define the countermeasure clearly.
3. Assign a single owner (one name) and set start/due dates.
4. Set a review cadence for the entire Action plan.
5. Escalate barriers quickly.

Review Cadence & Sign-off

Cadence (e.g., weekly)	Meeting Owner	Action Plan Owner	Next Review Date	Close-out Date

Action Plan

Countermeasure	Owner	Due	Status G/Y/R	Notes