

# Six Sigma Quality Plan Template

Project Title:

Project Number/ID:

Date:

Prepared by:

Department/Process:

## 1. Project Definition

Objective:

Scope:

Expected Deliverables:

## 2. Team Members & Roles

Name	Role	Responsibility

## 3. Define Phase

Problem Statement:

Goal Statement:

Customer Requirements:

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## 4. Measure Phase

**Current Process Metrics:**

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**Data Collection Plan:**

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## 5. Analyze Phase

**Root Cause Analysis:**

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**Key Findings:**

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## 6. Improve Phase

**Proposed Solutions:**

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**Implementation Plan:**

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## 7. Control Phase

**Control Plan:**

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**Monitoring & Review:**

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## 8. Approvals

Name	Role	Signature	Date