



# Opportunities For Improvement (OFI) Submission Form

Goal: To improve/change a specific area or problem that you feel would help Fernco reach their lean objectives

Today's Date: \_\_\_\_\_

Your Name: \_\_\_\_\_ Department: \_\_\_\_\_ Shift: \_\_\_\_\_

**DESCRIBE THE PROBLEM/ ISSUE:**

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**YOU'RE SOLUTION IDEAS:**

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We may talk with you for clarification about the OFI you have submitted.

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**FOR ADMINISTRATIVE USE ONLY**

Date Received by Lean Initiatives Team: \_\_\_\_\_ Date Reviewed by Lean Initiative Team: \_\_\_\_\_

Dept. Mgr. \_\_\_\_\_ Continue: YES \_\_\_\_\_ NO \_\_\_\_\_ OFI #: \_\_\_\_\_

Inform submitter of next OFI step.