

Failure Analysis Request Form

Documenting and Initiating Failure Investigation

Requester Information

Name	
Department	
Email	
Phone Number	
Date of Request	

Failure Details

Product/Component Name	
Part Number/ID/ PO Number	
Serial Number (if applicable)	
Quantity Involved	
Date of Failure	
Location of Failure	

Failure Description

- Briefly describe the failure:

- Observed symptoms:

- Suspected cause (if any):



Supporting Information

- Attach any relevant photos, data, or documentation:

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- Has this failure occurred previously? ☐ Yes ☐ No

If yes, please provide details: _____

Requested Analysis Actions

- ☐ Root Cause Analysis
- ☐ Corrective Action Recommendation
- ☐ Other (please specify): _____

Additional Notes

For Failure Analysis Team Use Only

Date Received	
Assigned Analyst	
Case Number	
Initial Review Date	