

FORM FOR PLANNING A CONTROL CHART

1. Objective of the chart:

2. Sampling, measurement and sub-grouping:

Variable(s) to be charted:

Method of measurement:

Magnitude of measurement variation:

Point of sampling:

Strategy for subgrouping:

Frequency of subgroups:

3. Most likely special causes:

4. Notes required:

Note

Responsibility

5. Reaction plan for out of control points (attach copy):

6. Administration:

Task

Responsibility

Making measurements:

Recording data on charts:

Computing statistics:

Plotting statistics:

Extending/changing control limits:

Filing:

7. Schedule for analysis:

