

# GEMBA WALK OBSERVATION

Date of Walk	Champion	Gemba Walk Purpose:	Location/ Area Observed	Team Members Present:

**1. GEMBA WALK PURPOSE: WHAT IS BEING OBSERVED & WHY?**

*Location of Observation:*

*Observation:*

**2. CURRENT STATE:**

*What am I expecting to see happening?*

*Who should be involved? Who is doing the work?*

*What assumptions do I have before observing the work?*

**3. OBSERVATIONS:**

*Location of Observation:*

*Observation:*

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**4. WHAT QUESTIONS WILL I ASK?**

*Questions:*

*What I Learned:*

**5. WHAT ACTIONS WILL BE TAKEN?**

*Action:*

*By Whom:*

*By When:*

*Notes:*

**6. FOLLOW UP:**