

BRR FIELD TOOL 07 • EDITABLE PDF

Unexpected Findings + Deviation Record

Because the plan was excellent right up until reality participated.

Document what changed from the intended process, why it may have happened, what effect it had, what was done, and whether the deviation revealed something useful.

INVESTIGATION / SET	OWNER / OBSERVER	DATE	VERSION

The 20-point investigation spine

01 Identity + version	02 Question / curiosity	03 Why this matters	04 Background / context
05 Objective	06 Prediction / hypothesis	07 Success / observation criteria	08 Materials + equipment
09 Safety + preparation	10 People + roles	11 Conditions + environment	12 Setup
13 Procedure / path	14 Checkpoints + decisions	15 Observations	16 Measurements + evidence
17 Unexpected findings / deviations	18 Interpretation + findings	19 Follow-up questions	20 Record management / repeat / adapt

FIELD RULE / OBSERVATION ≠ INTERPRETATION. FACTS FIRST. MEANING SECOND.

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01 Record identity

Related investigation, deviation ID, date/time, reporter, location, and version.

02 What was supposed to happen

Reference the planned step, expected condition, target, or outcome.

03 What actually happened

Describe the difference without assigning cause yet.

04 When it was noticed

Point in the process, elapsed time, checkpoint, or observation that revealed it.

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05 Immediate significance

Mark: safety concern / process issue / data concern / neutral / unexpectedly better / unknown.

06 Conditions at the time

Environment, materials, people, timing, equipment, interruptions, or other relevant factors.

07 Immediate response

What was stopped, corrected, repeated, isolated, documented, or intentionally left unchanged?

08 Evidence collected

Photos, measurements, notes, samples, timestamps, screenshots, or comparison data.

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09 Possible causes

List plausible causes. Separate evidence-supported causes from guesses.

10 Impact assessment

How might this affect reliability, interpretation, comparability, safety, or repeatability?

11 Decision

Continue / restart / repeat step / accept with note / redesign / stop investigation.

12 Unexpected but better

Did the deviation improve the result, reveal a stronger method, or create a more interesting question?

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13

Corrective / improvement action

What should change now or next time?

14

Verification

How will the change be tested to confirm it actually helped?

15

Closeout

Outcome, final interpretation, owner, completion date, follow-up date, and related record link/storage location.

Closeout • evidence quality + next move

91 Evidence strength

Weak / emerging / useful / strong. Identify the strongest evidence and the single thing that would most improve confidence.

92 Repeatability check

Could another person repeat this from the record? What information is still trapped in somebody's head?

93 Unexpected but better

Did any departure from the plan create a better method, clearer result, or more interesting question?

94 Next rabbit hole

What question became more interesting than the original one?

95 Revision history

Version / date / what changed / why / who changed it.