

PROCESSES MAPPED

1

one SIPOC in this file

PROCESS STEPS

5

aim for 4–7 per SIPOC

SUPPLIERS · INPUTS

2 · 3

who provides, and what they provide

OUTPUTS · CUSTOMERS

2 · 2

what is produced, and who receives it

CTQ ITEMS

2

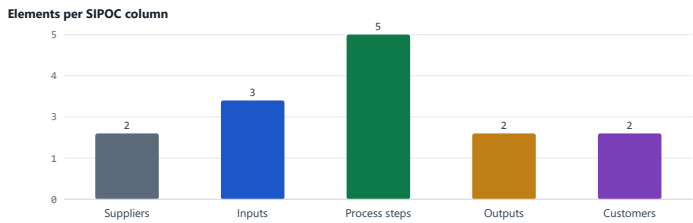
flagged critical to quality

UNCONFIRMED

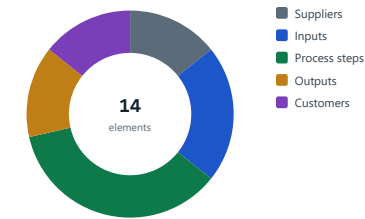
1

still draft — confirm in the workshop

14 of 14 record(s) included. All records. Amounts in USD.



A healthy SIPOC is roughly balanced. Twelve process steps and one customer is a smell — either the steps are too detailed or nobody asked who receives the outputs. A healthy SIPOC is roughly balanced. Twelve process steps and one customer is a smell — either the steps are too detailed or nobody asked who receives the outputs.



The five columns across every SIPOC in the file. The five columns across every SIPOC in the file.



Count of elements flagged CTQ in each SIPOC. A process with no CTQ flags usually means the customer's requirements have not been discussed yet. Count of elements flagged CTQ in each SIPOC. A process with no CTQ flags usually means the customer's requirements have not been discussed yet.

SIPOC completeness

PROCESS	S	I	P	O	C	VERDICT
Customer order fulfilment	2	3	5	2	2	Complete

The diagram, in reading order

PROCESS	COLUMN	NAME	LINKED TO	CTQ	STATUS
Customer order fulfilment	Supplier	Component vendor	Raw components	—	Confirmed
Customer order fulfilment	Supplier	Freight carrier	Completed shipment	—	Confirmed
Customer order fulfilment	Input	Packaging	Pack	—	Confirmed
Customer order fulfilment	Input	Raw components	Pick components	CTQ	Confirmed
Customer order fulfilment	Input	Sales order	Receive order	—	Confirmed
Customer order fulfilment	Process step 1	Receive order	Sales order	—	Confirmed
Customer order fulfilment	Process step 2	Pick components	Raw components	—	Confirmed
Customer order fulfilment	Process step 3	Assemble	—	—	Confirmed
Customer order fulfilment	Process step 4	Pack	Packaging	—	Confirmed
Customer order fulfilment	Process step 5	Dispatch	Freight carrier	—	Confirmed
Customer order fulfilment	Output	Completed shipment	End customer	CTQ	Confirmed
Customer order fulfilment	Output	Dispatch confirmation	Accounts team	—	Confirmed
Customer order fulfilment	Customer	Accounts team	Dispatch confirmation	—	Draft
Customer order fulfilment	Customer	End customer	Completed shipment	—	Confirmed

SIPOC elements

PROCESS	COLUMN	NAME	ORDER	LINKED TO	CTQ	OWNER	ADDED	STATUS	S-I-P-O-C
Customer order fulfilment	Supplier	Component vendor	0	Raw components	No	Purchasing lead	2026-07-26	Confirmed — agreed in the workshop	S
Customer order fulfilment	Supplier	Freight carrier	0	Completed shipment	No	Despatch supervisor	2026-07-26	Confirmed — agreed in the workshop	S
Customer order fulfilment	Input	Sales order	0	Receive order	No	Sales office	2026-07-26	Confirmed — agreed in the workshop	I
Customer order fulfilment	Input	Raw components	0	Pick components	Yes	Stores lead	2026-07-26	Confirmed — agreed in the workshop	I
Customer order fulfilment	Input	Packaging	0	Pack	No	Stores lead	2026-07-27	Confirmed — agreed in the workshop	I
Customer order fulfilment	Process step	Receive order	1	Sales order	No	Sales office	2026-07-27	Confirmed — agreed in the workshop	P
Customer order fulfilment	Process step	Pick components	2	Raw components	No	Stores lead	2026-07-27	Confirmed — agreed in the workshop	P
Customer order fulfilment	Process step	Assemble	3	—	No	Production supervisor	2026-07-27	Confirmed — agreed in the workshop	P
Customer order fulfilment	Process step	Pack	4	Packaging	No	Despatch supervisor	2026-07-28	Confirmed — agreed in the workshop	P
Customer order fulfilment	Process step	Dispatch	5	Freight carrier	No	Despatch supervisor	2026-07-28	Confirmed — agreed in the workshop	P
Customer order fulfilment	Output	Completed shipment	0	End customer	Yes	Despatch supervisor	2026-07-28	Confirmed — agreed in the workshop	O
Customer order fulfilment	Output	Dispatch confirmation	0	Accounts team	No	Sales office	2026-07-29	Confirmed — agreed in the workshop	O
Customer order fulfilment	Customer	End customer	0	Completed shipment	No	—	2026-07-29	Confirmed — agreed in the workshop	C
Customer order fulfilment	Customer	Accounts team	0	Dispatch confirmation	No	—	2026-07-29	Draft — not yet agreed by the team	C

Notes

Sample SIPOC agreed at the project kick-off workshop — replace every row with your own before circulating it.

A SIPOC is a scoping snapshot, not a process model. It records what the team agreed the process covers at one point in time; it does not verify that the steps happen in that order, that the list of suppliers and customers is complete, or that the inputs and outputs are the right ones. Step order is your judgement. Use it to agree scope at the start of a piece of work, then confirm the detail with a proper process map.