

One Point Lesson (OPL)

One Page, One Point

Teach a single skill, fix, or safety point on one page, and capture who learned it.



Also available digitally

This checklist can also be completed on a **phone, tablet or PC** in flowdit. Add photos, notes and actions to each item, and generate the report automatically.

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Topic		OPL no.	
Author		Date	
Area		Type (Basic / Problem / Improvement)	

The one point: state it in a single sentence.

Show it

Sketch or attach a photo for each. Keep it visual.

	Correct method	Common mistake

Trained / acknowledged

#	Name	Date	Signature
1			
2			
3			
4			
5			
6			
7			
8			

Acceptance decision

Rule: everyone who does this task should read and sign the OPL.

Status: ☐ Draft ☐ Approved ☐ Rolled out

Author

Supervisor

Name / Signature / Date

Name / Signature / Date