

# Hours Not Worked Metro Parks



KPI Owner: Nancy Ray

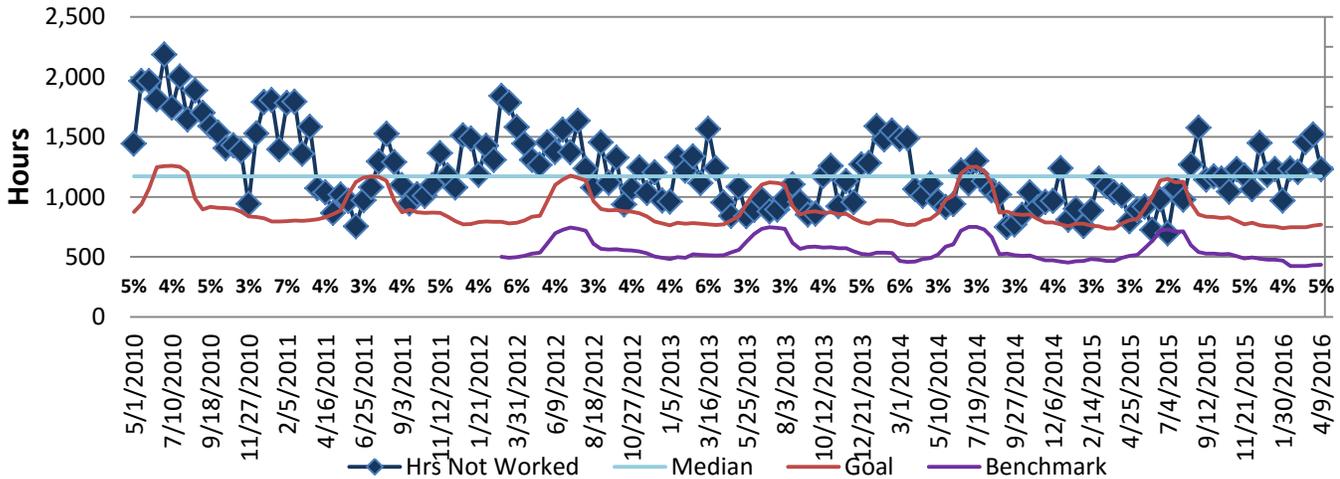
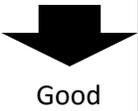
Process: Time & Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: CY15 = 26,984 Goal: No more than 3% of Hours Not Worked in a month (#Total Opportunity Hours * .03) Benchmark: Local Government Rate of 1.7%	Data Source: Payable Time PeopleSoft Goal Source: Scope Summary Benchmark Source: Bureau Labor Statistics	Plan-Do-Check-Act Step 4: Generate and prioritize potential solutions Measurement Method: Total # of hrs per month employees were not at work performing normal job functions (excludes vacations & holidays), rate calculated by dividing by total standard hours Why Measure: Better understand culture impact on employee attendance Next Improvement Step: Parks has recently initiated an internal Greenbelt Team to review certain HNW categories (AWOL, etc.).

## How Are We Doing?

04.12.15-04.09.16 12 Month Goal	04.12.15-04.09.16 12 Month Actual		03.27.16-04.09.16 Goal	03.27.16-04.09.16 Actual	
<b>22,339</b>	<b>29,374</b>		<b>769</b>	<b>1,232</b>	
Hours	Hours		Hours	Hours	

## Hours Not Worked



## 04.12.15-04.09.16 Pareto Analysis

