

# Hours Not Worked Air Pollution Control District



KPI Owner: Keith Talley

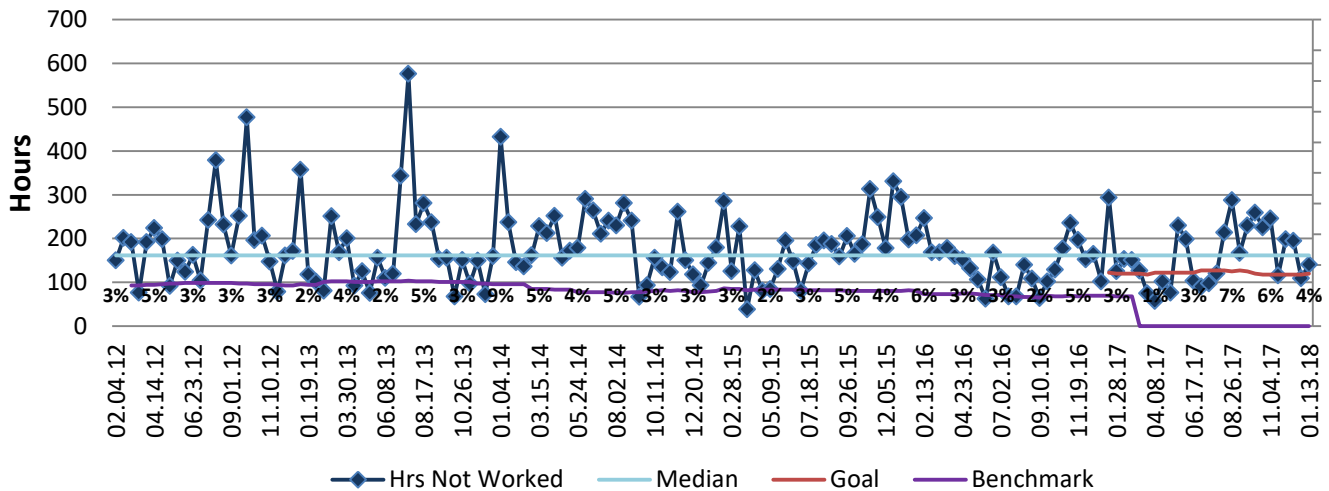
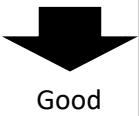
Process: Time and Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: CY 2014; 5,230 hours; 4% Goal: 3% in CY 2018  Benchmark: Local Government Rate of 1.7%	Data Source: Payable Time PeopleSoft  Goal Source: Scope Summary  Benchmark Source: Bureau Labor Statistics	N/A - Input Measure  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: Reinforce policies. Seek ways to improve employee morale.

### How Are We Doing?

01.15.17-01.13.18 12 Month Goal	01.15.17-01.13.18 12 Month Actual		12.31.17-01.13.18 Goal	12.31.17-01.13.18 Actual	
<b>3,286</b>	<b>4,097</b>	⬇	<b>120</b>	<b>141</b>	⬇
Hours	Hours		Hours	Hours	

## Hours Not Worked



### 01.15.17-01.13.18 Pareto Analysis

