

Hours Not Worked Air Pollution Control District



KPI Owner: Keith Talley

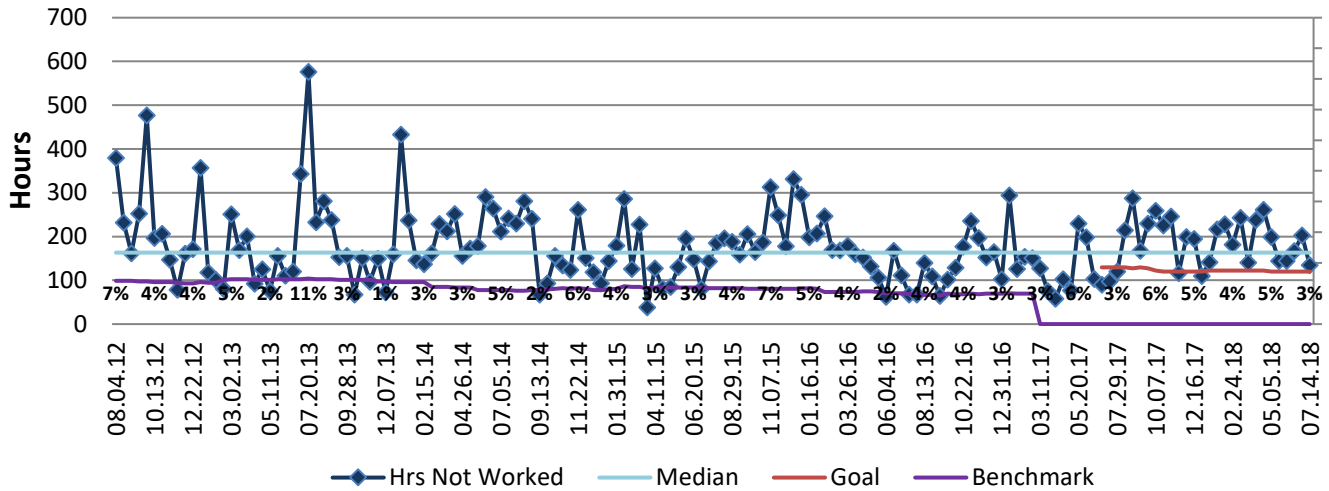
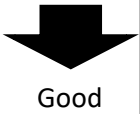
Process: Time and Attendance

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?

07.02.17-06.30.18 12 Month Goal	07.02.17-07.14.18 12 Month Actual		06.17.18-06.30.18 Goal	06.17.18-06.30.18 Actual	
3,185	5,007		120	203	
Hours	Hours		Hours	Hours	

Hours Not Worked



07.16.17-07.14.18 Pareto Analysis

