

Hours Not Worked Human Relations Commission



KPI Owner: Diniah Calhoun

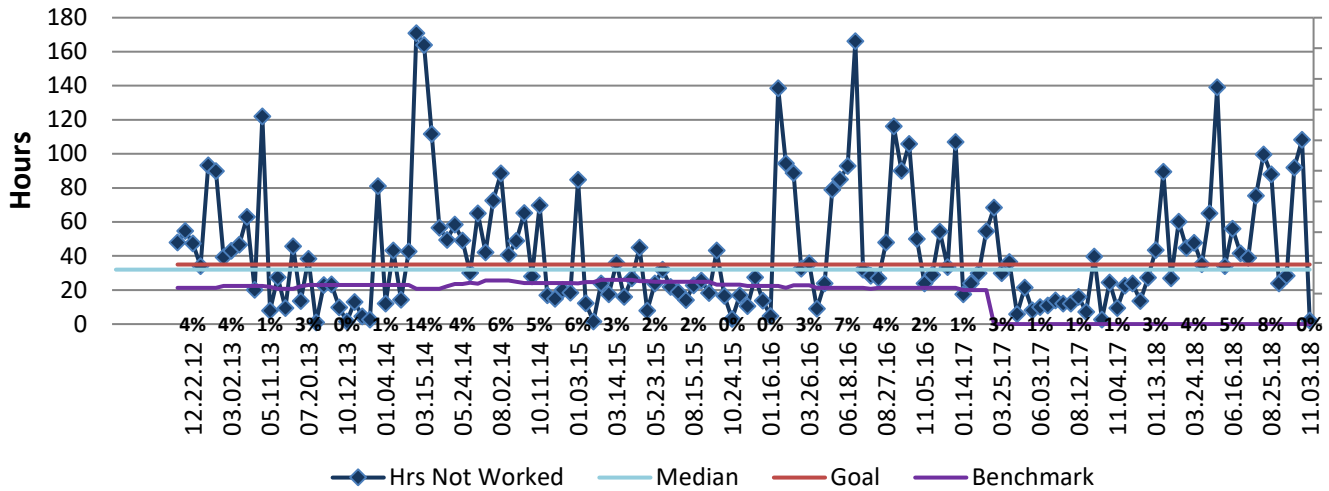
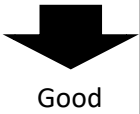
Process: Time & Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY18 = 915.93 Goal: reduce to 840 hours annually or 70 hours monthly or less. 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 8: Monitor and diagnose 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: Monitor

How Are We Doing?

10.22.17-11.03.18 12 Month Goal	10.22.17-11.03.18 12 Month Actual		10.21.18-11.03.18 Goal	10.21.18-11.03.18 Actual	
910	1,338		35	2	
Hours	Hours		Hours	Hours	

Hours Not Worked



10.22.17-11.03.18 Pareto Analysis

