

Hours Not Worked Human Relations Commission



KPI Owner: Diniah Calhoun

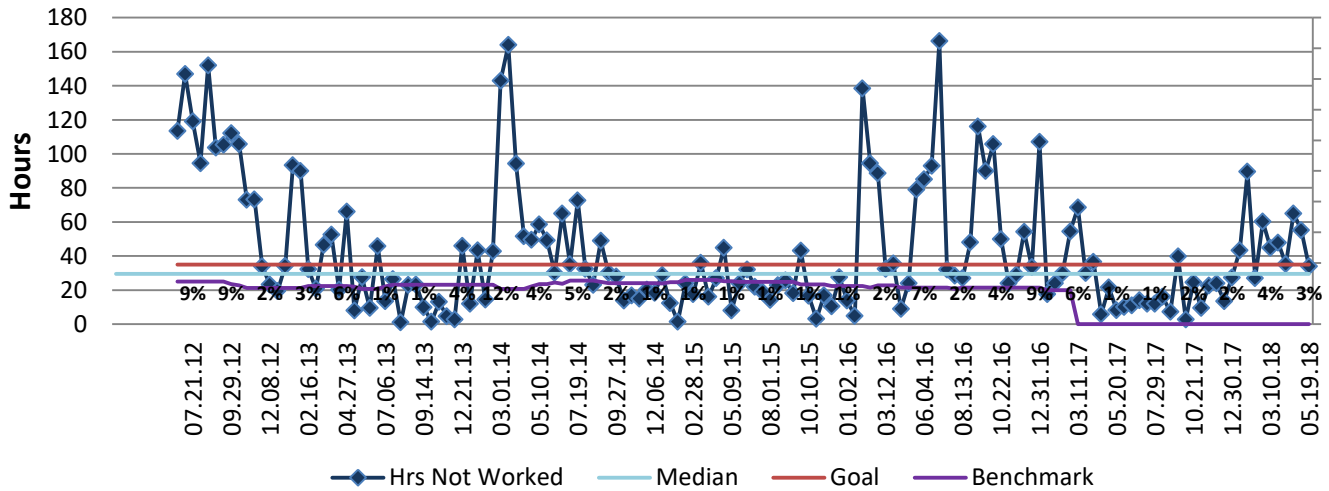
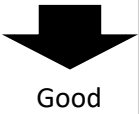
Process: Time & Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY16 = 915.93 Goal: Proposed- 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?

05.07.17-05.19.18 12 Month Goal	05.07.17-05.19.18 12 Month Actual		05.06.18-05.19.18 Goal	05.06.18-05.19.18 Actual	
910	757	🚦	35	34	🚦
Hours	Hours		Hours	Hours	

Hours Not Worked



05.07.17-05.19.18 Pareto Analysis

