

Hours Not Worked Kentuckiana Works



KPI Owner: Cindy Read

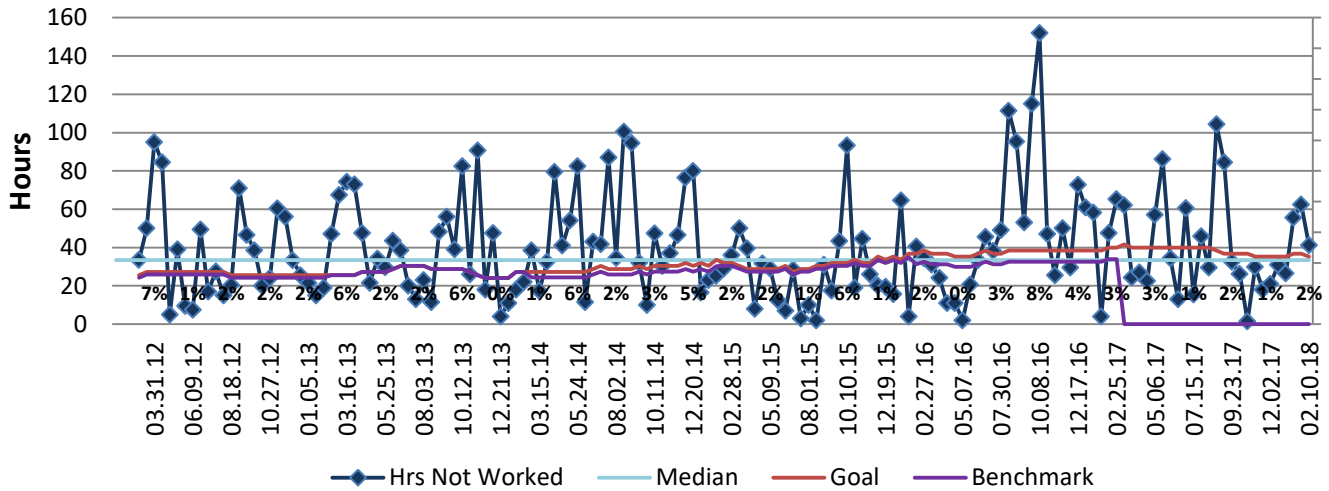
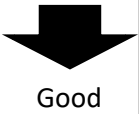
Process: Time & Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: Calendar Year 2013, 2.86% (896 hours) Goal: Compared to a baseline of 2.86%, reduce hours not worked to 2% of total hours working in FY2016 (July 2015 - June 2016) 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 3: Determine and quantify root causes 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: Document root causes by person and determine what can be done to address the root cause.

How Are We Doing?

02.12.17-02.10.18 12 Month Goal	02.12.17-02.10.18 12 Month Actual		01.28.18-02.10.18 Goal	01.28.18-02.10.18 Actual	
830	1,078		40	41	
Hours	Hours		Hours	Hours	

Hours Not Worked



02.12.17-02.10.18 Pareto Analysis

