

High Sick Leave Consumption Human Resources



KPI Owner: JP Hamm

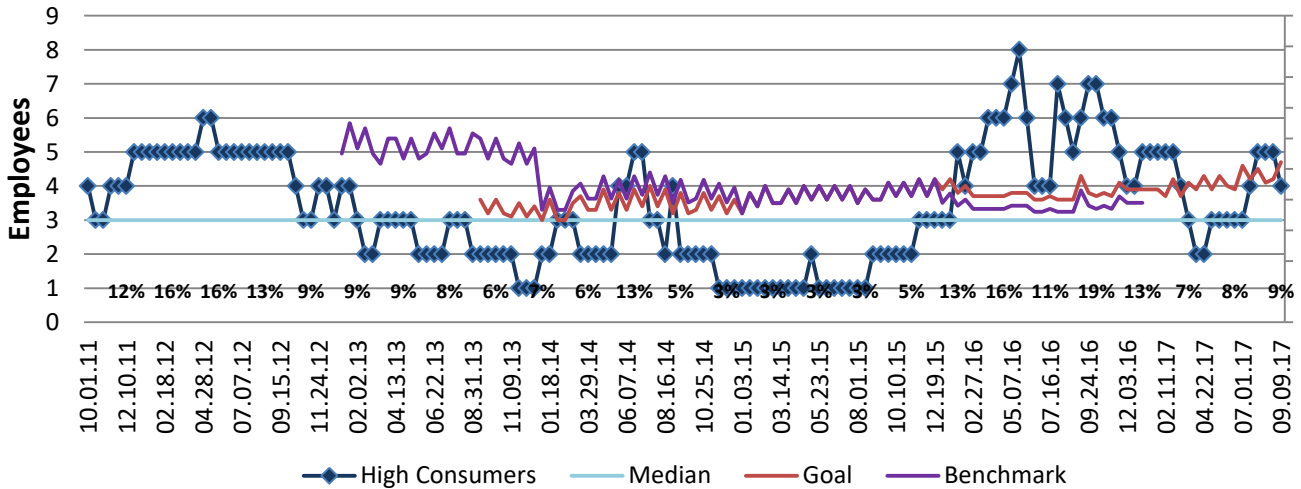
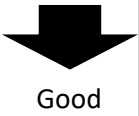
Process: Sick Leave Management

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY15 average rate 3% Goal: Compared to FY14, reduce the number of high sick leave consumers to <=10% of total employees each month. Benchmark: <10% LMG Top Quartile Oct2014	Data Source: Payable Time Peoplesoft Goal Source: Enterprise KPI for productivity Benchmark Source: OPI sick leave study	Plan-Do-Check-Act Step 8: Monitor and diagnose Measurement Method: # of employees who used 9 or more out of 12 sick days in a 12 month period; rate calculated by dividing by total employees Why Measure: Promote a culture in which sick time is used appropriately Next Improvement Step: Determine as needed root causes of what makes performance less than desirable

How Are We Doing?

09.27.15-09.09.17 Rolling 52wk Avg Goal	09.27.15-09.09.17 Rolling 52wk Avg		09.11.16-09.09.17 Goal	09.11.16-09.09.17 Actual	
4	4		5	4	
Employees	Employees		Employees	Employees	

High Sick Leave Consumption



Root cause analysis is not necessary because there is no gap between the goal and current performance.