

# Hours Not Worked Office of Management & Budget



KPI Owner: Daniel Frockt

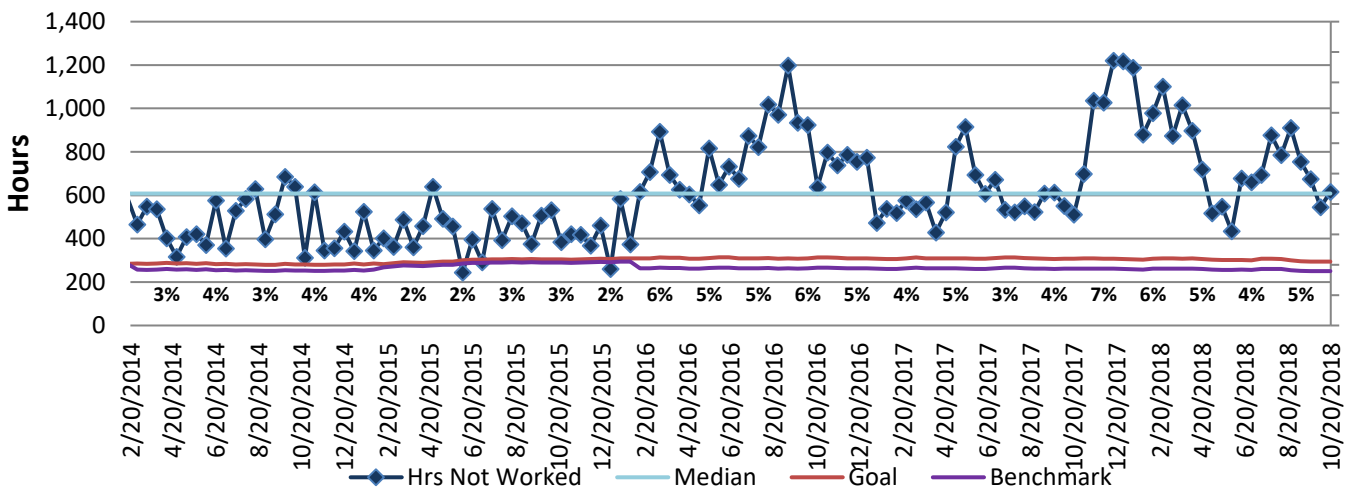
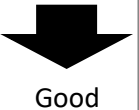
Process: Time and Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY15 (July 2015: 2,685) Goal: 2% of Total Opportunities (BLS)  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: Continue to address sick leave because it is the largest driver of this KPI

### How Are We Doing?

10.21.17-10.20.18 12 Month Goal	10.21.17-10.20.18 12 Month Actual		10.07.18-10.20.18 Goal	10.07.18-10.20.18 Actual	
<b>8,210</b>	<b>22,059</b>	⬇️	<b>295</b>	<b>616</b>	⬇️
Hours	Hours		Hours	Hours	

## Hours Not Worked



## 10.21.17 - 10.20.18

