

Hours Not Worked Public Works & Assets



KPI Owner: Vanessa Burns

Process: Time & Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
<p>Baseline: 9% FY12 monthly avg rate</p> <p>Goal: Reduce the number of non-worked hours compared to the standard number of hours from 9% in FY12, to 5% by the end of FY13, and 4% by the end of FY18.</p> <p>Benchmark: Local Government Rate of 1.7%</p>	<p>Data Source: Payable Time PeopleSoft</p> <p>Goal Source: Scope Summary</p> <p>Benchmark Source: Bureau Labor Statistics</p>	<p>Plan-Do-Check-Act Step 5: Pilot short term and/or long term solutions</p> <p>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</p> <p>Why Measure: Better understand culture impact on employee attendance</p> <p>Next Improvement Step: Validated effectiveness of Sick Leave Report. Continue to track and monitor.</p>

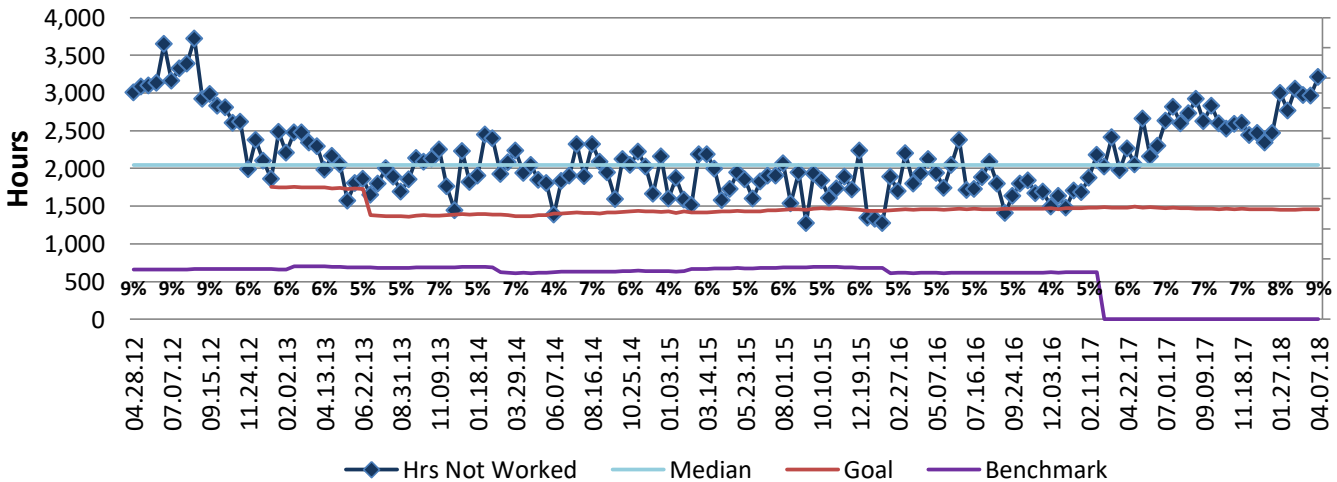
How Are We Doing?

04.09.17-04.07.18 12 Month Goal	04.09.17-04.07.18 12 Month Actual		03.25.18-04.07.18 Goal	03.25.18-04.07.18 Actual	
38,123	68,612		1,455	3,212	
Hours	Hours		Hours	Hours	

Hours Not Worked



Good



04.09.17-04.07.18 Pareto Analysis

