

Hours Not Worked Air Pollution Control District



KPI Owner: Rachael Hamilton

Process:

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: CY 14: 5,230 hours; 4% Goal: 3% in CY 15 Benchmark: Local Government rate of 2%	Data Source: Payable Time PeopleSoft Goal Source: Enterprise KPI for productivity Benchmark Source: Bureau Labor Statistics	Plan-Do-Check-Act Step is unclear 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: Reinforce policies. Seek ways to improve employee morale.

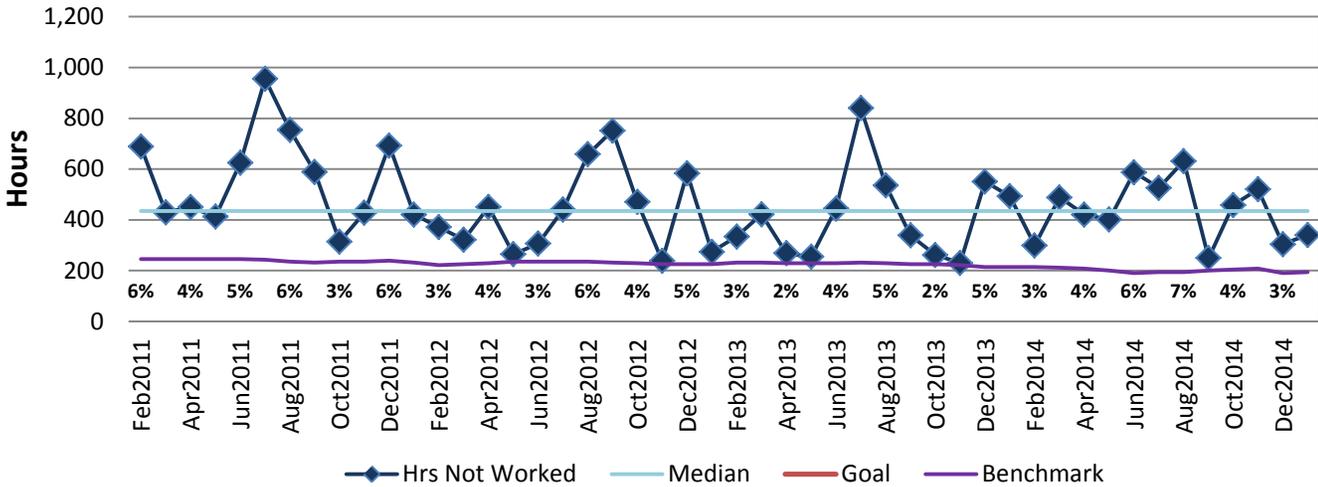
How Are We Doing?

Feb2014-Jan2015 12 Month Goal	Feb2014-Jan2015 12 Month Actual		Jan2015 Goal	Jan2015 Actual	
N/A	5,230		291	340	
Hours	Hours		Hours	Hours	

Hours Not Worked



Good



Feb2014-Jan2015 Pareto Analysis

