

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 worked in FY15 (July 2014-June 2015) Benchmark: 2%	Data Source: PeopleSoft Goal Source: KY Works Scope Summary Benchmark Source: Bureau of Labor Stats	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) 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 causes.

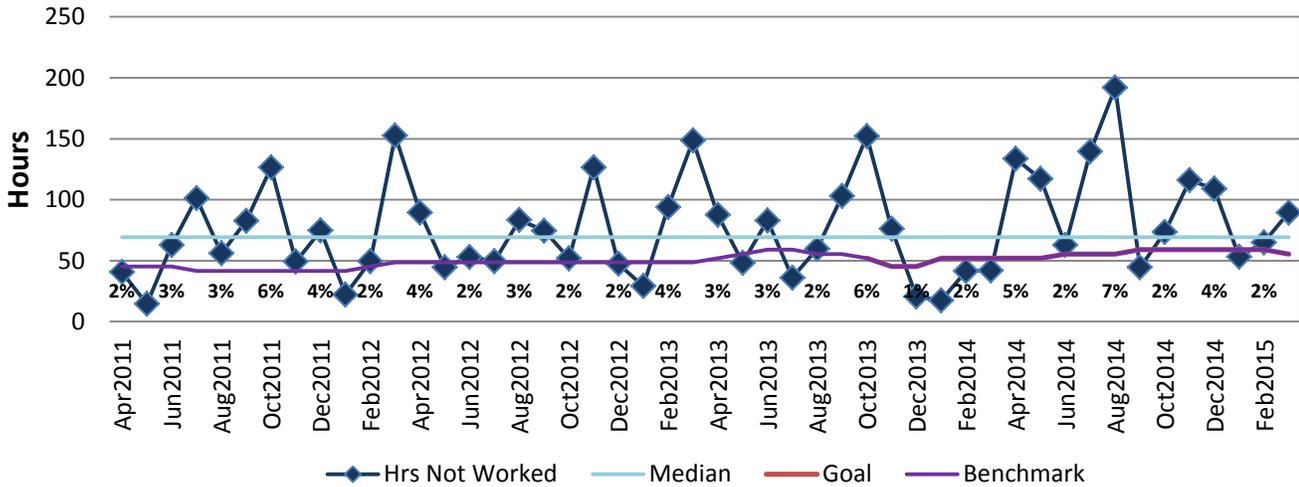
How Are We Doing?

Apr2014-Mar2015 12 Month Goal	Apr2014-Mar2015 12 Month Actual		Mar2015 Goal	Mar2015 Actual	
679	1,195		55	90	
Hours	Hours		Hours	Hours	

Hours Not Worked



Good



Apr2014-Mar2015 Pareto Analysis

