

Hours Not Worked Zoo



KPI Owner: Cathy Bowling

Process: Time & Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: CY 2013, 6,500 Hours Goal: Reduce Hours Not Worked to No More than 2% of Total Hours by end of FY 16. Benchmark: Local Government rate of 2%	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: TBD

How Are We Doing?

Aug2014-Jul2015 12 Month Goal	Aug2014-Jul2015 12 Month Actual		Jul2015 Goal	Jul2015 Actual	
8,576	7,616		874	674	
Hours	Hours		Hours	Hours	

Hours Not Worked



Good



Aug2014-Jul2015 Pareto Analysis

