

FY24 - Employee Separation Rate

Employee Separation Rate					Targets and Thresholds				
1	2	3	4	5	6	7	8	9	10
22.50	14.75	7.00	-0.75	-8.50	-12.80	-17.10	-21.40	-25.70	-30.00

Description

Employee Separation Rate is based on the number of career and pre-career employees separating on a monthly basis compared to the number separated during the same period last year (SPLY). Separations include Resignations, and Separations, with some exclusions (*NOAs shown in data validation). Employees who are hired, but ultimately have their hire Form 50 accession cancelled are not counted and do not negatively impact the separation rate. Seasonal or Exception Period non-career employees are excluded from the separation calculation. In addition, pre-career employees separated for service break purposes do not count in the separation rate calculation.

Measurement Period

The monthly report is based on the number of employees separated each month compared to the same period last year (SPLY).

Data Source and Calculation

- Source** – Human Capital Enterprise System (HCES)

- Indicator Value** – Number of monthly separations minus SPLY monthly separations divided by monthly SPLY

- Business Rule** –
 - Formula for single month:** $(\text{Actual Separations} - \text{SPLY Separations}) / \text{SPLY Separations}$
 - Example Rate** (Where SPLY Separations = 8,000)
 for single month: $(\text{Actual Separations } 7,300 - \text{SPLY Separations } 8,000) = -700/8,000 = -8.75\%$
 - (Where SPLY Separations = 8,000 x 12 = 96,000)
 - Example YTD :** $(\text{Actual Separations } 91,000 - \text{SPLY Separations } 96,000) = -5,000/96,000 = -5.21\%$

- Decimal Precision** – Two Decimals

Data Validation

HCES Data for Separation Nature of Actions (NOA) is retrieved using SQL from HRBI Database in Teradata. Parameters include NOA codes: 313,317,320,324,325,326,329,352,356. Additionally NOA Effective Dates only for the according month from formula above.

Dashboard: [WORKFORCE Planning, Insights & Analytics \(usps.gov\)](https://www.usps.gov/workforce-planning-insights-and-analytics)

Applicable Positions / Units, Measurement Depth and Weight:

Scorecard Name	Depth	Weight Main / FE	Total Weight Towards NPA Composite
HQ CRDO	Nation	5.0%/5.0%	10.0%
Area Retail and Delivery	Area	5.0%/5.0%	10.0%
District Retail and Delivery	District	5.0%/5.0%	10.0%
MPOO	District	5.0%/5.0%	10.0%
Post Office 22 or above	District	5.0%/5.0%	10.0%
Post Office 21-20	District	5.0%/5.0%	10.0%
Post Office 18 or below	District	5.0%/5.0%	10.0%
Stations or Branch (MCS/SCS) - PCES & 26	District	5.0%/5.0%	10.0%
HQ Fleet Management	Nation	5.0%/0.0%	5.0%
Region Fleet Management	Nation	5.0%/0.0%	5.0%
Territory Fleet Management	Nation	5.0%/0.0%	5.0%
Facility Fleet Management	Nation	5.0%/0.0%	5.0%
HQ CPDO	Nation	5.0%/5.0%	10.0%
Region Processing and Maintenance	Region	5.0%/5.0%	10.0%
Division Processing and Maintenance	Division	5.0%/5.0%	10.0%
Plant Processing and Maintenance	Division	5.0%/5.0%	10.0%
ISC	Nation	5.0%/5.0%	10.0%
HQ CLO	Nation	5.0%/5.0%	10.0%
Region Logistics	Region	5.0%/5.0%	10.0%
Division Logistics	Division	5.0%/5.0%	10.0%
Plant Logistics	Division	5.0%/5.0%	10.0%
Plant STC	Division	5.0%/5.0%	10.0%
REC	Nation	5.0%/5.0%	10.0%
HQ PMG	Nation	5.0%/0.0%	5.0%
HQ CHRO	Nation	5.0%/10.0%	15.0%
HQ CCBSO	Nation	5.0%/0.0%	5.0%
HQ CCMO	Nation	5.0%/0.0%	5.0%
HQ CFO	Nation	5.0%/0.0%	5.0%
HQ CIO	Nation	5.0%/0.0%	5.0%
HQ CTO	Nation	5.0%/0.0%	5.0%
HQ GC	Nation	5.0%/0.0%	5.0%
Inspection Service	Nation	5.0%/0.0%	5.0%