



HUMAN CAPITAL AUDIT

# The 168-Hour Time Accounting Ledger

“There are exactly 168 hours in every week. Many enterprises run completely out of time before they run out of money. Chart your real data before launching plans.

Directions: Log the estimated hours spent in each category across the fixed 7-day operational cycle. Ensure the total balances exactly to 168 hours.

| DAY       | SLEEP | WORK/<br>SCHOOL | FAMILY<br>METRICS | PURPOSEFUL<br>LEARNING | HEALTH/<br>FITNESS | FREE TIME<br>(SCROLL) | TOTAL |
|-----------|-------|-----------------|-------------------|------------------------|--------------------|-----------------------|-------|
| Monday    |       |                 |                   |                        |                    |                       |       |
| Tuesday   |       |                 |                   |                        |                    |                       |       |
| Wednesday |       |                 |                   |                        |                    |                       |       |
| Thursday  |       |                 |                   |                        |                    |                       |       |
| Friday    |       |                 |                   |                        |                    |                       |       |
| Saturday  |       |                 |                   |                        |                    |                       |       |
| Sunday    |       |                 |                   |                        |                    |                       |       |
| TOTALS:   |       |                 |                   |                        |                    |                       | 168   |

## FORENSIC AUDIT EVALUATION SUMMARY

Total unorganized non-productive Free-Time hours identified per week:

Identify the Top 3 systemic leaks eating your highest-value hours:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Targeted operational metric: The 8–14 hours I am legally reclaiming this week for purposeful skill building: