

“Enhanced Productivity Programme: 2001-02” Booklet

Report on EPP Savings - Beijing Office

Total value of EPP Savings in 2001-02: **\$1.215m**, equivalent to **2.0%** of total recurrent baseline expenditure in that year that is subject to EPP. Total EPP savings (as a percentage of recurrent baseline expenditure subject to EPP) achieved by 2001-02 on a **cumulative** basis is **5.0%**.

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguard for Quality Service
DE/OC	0.254	<ul style="list-style-type: none"> Reduce expenditure on paper, IDD charges and maintenance of equipment through wider use of the internet. 	Wider use of information technology will result in more efficient information dissemination and hence reduce cost.
	0.611	<ul style="list-style-type: none"> Reduce expenditure on service of consultants and subscription for publications for information gathering. 	Some of the information gathering work can be done in-house through more use of the internet, and thus increase cost-effectiveness.
	0.350	<ul style="list-style-type: none"> Reduce office maintenance expenditure by negotiating an alternative package with the contractor. 	The same quality of service will be ensured by closer monitoring of the contractor's work.
<i>Subtotal</i>	<i>1.215</i>		
Total	1.215		

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| PE : Personal Emoluments | i.e. Staff salaries and allowances |
| PRE : Personnel Related Expenses | i.e. Costs related to the employment of staff other than pay and allowances e.g. pensions, staff housing |
| DE: Departmental Expenses | i.e. The day to day operating expenses of departments e.g. fuel, travelling expenses and furniture |
| OC: Other Charges | i.e. Significant expenditure peculiar to a particular department's operation |
| Subventions | i.e. Recurrent payment to non-government bodies in support of their on-going expenses |