

“Enhanced Productivity Programme : 2000-01” Booklet

Report on EPP Savings -- Chief Executive’s Office

Total value of EPP Savings: **\$1.1m**, equivalent to **2%** of total Recurrent Baseline Expenditure in 2000-01 which is subject to EPP.

Category	\$m	EPP Measures	Safeguards for Quality Service
DE/OC	0.30	<ul style="list-style-type: none"> • Economise on the use of gas and electricity at Government House through the following measures: <ul style="list-style-type: none"> - Remove non-essential fluorescent tubes and replace ordinary fluorescent tubes with energy saving ones. - Shorten the lighting duration of outdoor illumination. - Manipulate the existing gas boilers to avoid gas wastage. 	Work closely with the Architectural Services Department and Electrical & Mechanical Services Department and conduct regular inspection to ensure that energy saving measures would be carried out effectively.
	0.45	<ul style="list-style-type: none"> • Enhance the cost-effectiveness of the Electrical & Mechanical Services Department (EMSD) service plan and reduce electrical & mechanical services expenses through the following measures : <ul style="list-style-type: none"> - Enter a Service Level Agreement with Electrical & Mechanical Services Trading Fund for providing a wider coverage of maintenance and technical services so as to reduce non-standard items. 	

Category	\$m	EPP Measures	Safeguards for Quality Service
	0.35	<ul style="list-style-type: none"> - Procure a basic public address system to reduce the need for EMSD services during certain official functions. • Reduce expending on consumables through economy of scale and maximisation of resources in such items as paper, publications, cleaning material, laundry and cleaning services, copying and printing services, hire of vehicles, etc. 	
Total	1.10		

Note

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