

“Enhanced Productivity Programme: 2001-02” Booklet

Report on EPP Savings – Chief Executive’s Office

Total value of EPP savings in 2001-02: **\$1.764 m** equivalent to **3.2%** 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 **5.2%**.

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
PE/PRE	0.455	<ul style="list-style-type: none"> ● Delete the following posts as a result of “containing the size of the civil service” - <ul style="list-style-type: none"> 1 Domestic Staff IV 2 Domestic Staff V 	No staff redundancy will arise as all posts deleted are vacant posts.
<i>Subtotal</i>	<i>0.455</i>		
DE/OC	1.309	<ul style="list-style-type: none"> ● Economise on the use of gas and electricity by closely working with the Architectural Services Department and the Electrical and Mechanical Services Department (EMSD) to identify and pursue possible energy saving measures and to conduct regular review on existing measures. ● Economise on the use of consumables and maximise utilisation of resources such as paper, printing, photocopying services and hire of vehicles. ● Continue with the Service Level Agreement with EMSD on the provision of a wider coverage of maintenance and technical services in order to reduce the maintenance charge for non-standard items. 	
<i>Subtotal</i>	<i>1.309</i>		
Total	1.764		

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