

## “Enhanced Productivity Programme : 2001-02” Booklet

### Report on EPP Savings – Civil Service Training and Development Institute

Total value of EPP savings in 2001-02: **\$3.163m**, 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 **4.0%**.

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
<b>DE/OC</b>	1.600	<ul style="list-style-type: none"> <li>As more departments favour shorter programmes, a number of customised courses will be restructured in the coming year to meet client needs and to improve cost effectiveness. Saving in part-time trainer's expenditure is achieved resulting from shortening of course days.</li> </ul>	The restructured courses will better meet client needs. We will closely monitor the service quality of the customised courses.
	1.563	<ul style="list-style-type: none"> <li>Some of the training equipment and computer hardware, purchased when the department moved into the North Point Government Offices two and a half years ago, were originally planned to be upgraded/replaced in 2001/02. Improved technology and more careful usage have helped to lower the costs on maintenance and allowed us to replace the items at a later stage.</li> </ul>	We will keep close monitoring of the performance of these equipment and hardware to ensure that service quality is maintained and established safety standards are complied with.
<i>Subtotal</i>	<i>3.163</i>		
<b>Total</b>	<b>3.163</b>		

- 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