

“Enhanced Productivity Programme: 2000-01” Booklet

Report on EPP Savings -- Drainage Services Department

Total value of EPP Savings: **\$14.984m**, equivalent to **1.01%** of total Recurrent Baseline Expenditure in 2000-01 which is subject to EPP, made up of \$3.949m savings already achieved in 1999-2000 through advance implementation of EPP and \$11.035m additional savings in 2000-01.

Category	\$m	EPP Measures	Safeguards for Quality Service
PE/PRE	1.347	<ul style="list-style-type: none"> Re-distribute the workload of Workman II in the Projects & Development Branch. <p><i>Savings :</i> Deletion of 2 Workman II posts in 1999-2000.</p> <p>Full year savings of 1999-2000 EPP initiative in reducing overtime allowance and shift duty allowance for Workman II.</p>	We shall be able to accommodate all deletions through internal redeployment and re-distribution of workload. No staff redundancy will arise. We have already obtained the agreement of the relevant Heads of Grade for deletion of these posts. These initiatives will not affect our level of service.
	1.461	<ul style="list-style-type: none"> Re-distribute the workload of Senior Environmental Protection Officer and Environmental Protection Officer in the Sewage Services Branch. <p><i>Savings :</i> Deletion of the following posts on 1.4.2000 -</p> <p>1 Senior Environmental Protection Officer 1 Environmental Protection Officer</p>	

Category	\$m	EPP Measures	Safeguards for Quality Service
	0.773	<ul style="list-style-type: none"> ● Re-distribute the workload of Works Supervisor II in the Operations & Maintenance Branch and the Projects & Development Branch. <p><i>Savings :</i> Deletion on 1.4.2000 of 1 Works Supervisor II post of the Projects & Development Branch, and 3 Works Supervisor II posts of the Operations & Maintenance Branch.</p>	
	3.581		
DE/OC	5.500	<ul style="list-style-type: none"> ● Better plan and monitor the operating expenses of the sewage treatment plants. <ul style="list-style-type: none"> — Adopt a more economical means of transportation to reduce the costs of de-watering sludge removal/disposal in Tai Po Sewage Treatment Works. — Use existing staff resources in lieu of hiring of service for minor cleansing work where applicable. — Negotiate a better contract rate on chemical & specialist supplies. 	In respect of EPP initiatives relating to DE/OC expenditure, we shall be able to maintain the same level of service through better planning and monitoring of operating expenses.

Category	\$m	EPP Measures	Safeguards for Quality Service
	5.552	<ul style="list-style-type: none"> – Optimise use of existing in-house staff to conduct regular preventive maintenance of plants & equipment so as to reduce the expenditure on hiring maintenance service. – Modify the treatment process at Tung Chung Pumping Station to reduce the H₂S gas and the odour to reduce consumption of chemicals. • Enhance the efficiency of the maintenance resources of the Operations and Maintenance Branch by : <ul style="list-style-type: none"> – reviewing regular preventive programme for better planning and scheduling of maintenance works; – conducting regular systematic analysis of the conditions of drains and sewers with the aid of computerised system to facilitate subsequent maintenance works; – streamlining the process of maintenance works; – monitoring closely the contractors' performance; and 	Through better planning and analysis as well as close monitoring of contractors' work, the level of service will be maintained.

Category	\$m	EPP Measures	Safeguards for Quality Service
	0.351	<ul style="list-style-type: none"> — providing more training to site supervision staff to enhance their management of contractors. • Use training packages and videos to conduct in-house training sessions to reduce payment to private training institutions. 	
	<i>11.403</i>		
Total	14.984		

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