

## “Enhanced Productivity Programme : 2000-01” Booklet

### Report on EPP Savings -- Fire Services Department

Total value of EPP Savings : **\$28.61m**, equivalent to **1%** of total Recurrent Baseline Expenditure in 2000-01 which is subject to EPP.

Category	\$m	EPP Measures	Safeguards for Quality Service
<b>PE/PRE</b>	3.874	<ul style="list-style-type: none"> <li>• Contract out the provision and maintenance of portable fire fighting equipment in Government buildings to the Electrical and Mechanical Services Department (EMSD) term maintenance contractor.</li> </ul> <p><i>Savings :</i> Deletion of the following posts on 1.4.2000 -</p> <p style="padding-left: 40px;">1 Senior/Station Officer 3 Senior Firemen 13 Firemen</p> <p><i>Additional requirements :</i> DE of \$1.884m for maintenance costs (see the 1st bullet under DE below)</p>	<p>The EMSD term maintenance contractor will take over the maintenance of portable fire fighting equipment in Government premises on 1 April 2000. As EMSD will be responsible for monitoring the maintenance work, it is envisaged that the service standard could be maintained.</p> <p>We will redeploy selected special fire appliances at strategic locations and pair-up with other special fire appliances with low turn-out rate. To this effect, detailed operational guidelines have been given to all Station Commanders to facilitate implementation.</p>
	0.509	<ul style="list-style-type: none"> <li>• Re-distribute duties of the Internal Audit Unit to achieve staff savings.</li> </ul> <p><i>Savings :</i> Deletion of 1 Executive Officer I post on 1.4.2000.</p>	

Category	\$m	EPP Measures	Safeguards for Quality Service
	0.292	<ul style="list-style-type: none"> <li>Streamline existing work process in the Workshop Registry and re-group duties to achieve staff savings.</li> </ul> <p><i>Savings :</i> Deletion of 1 Clerical Officer post on 1.4.2000.</p>	<p>We are able to accommodate all deletion and downgrading of posts through natural wastage or internal redeployment. No staff redundancy will arise. The Director of General Grades and the Director of Electrical and Mechanical Services have agreed to make redeployment arrangements for those staff released from deleted posts accordingly.</p> <p>For changes to the mode or process of service delivery, comprehensive reviews on the work flow and job re-distribution have been conducted. Briefings will be given to staff members concerned well in advance on details of the change and the new procedures to be followed.</p> <p>Sufficient lead time is allowed for staff to get their mind-set prepared for the change and to receive the required training including job familiarization attachment to facilitate their discharge of newly assigned duties.</p>
	12.898	<ul style="list-style-type: none"> <li>Reduce the staffing level by applying alternate manning to special appliances having low turn out rate.</li> </ul> <p><i>Savings :</i> Deletion of the following posts on 1.4.2000-</p> <p>7 Senior Firemen 57 Firemen</p>	
	3.604	<ul style="list-style-type: none"> <li>Use Ambulance Aid Motor Cycles to complement ambulances in enhancing the performance in case of traffic jams and in remote areas where proper vehicular access are not available.</li> </ul> <p><i>Savings :</i> Deletion of 24 Ambulanceman posts on 1.4.2000.</p> <p><i>Additional requirements :</i> Creation of 4 Senior Ambulanceman posts on 1.4.2000.</p>	

Category	\$m	EPP Measures	Safeguards for Quality Service
	0.756	<ul style="list-style-type: none"> <li>● Redeploy disciplined staff to absorb fire protection related duties originally undertaken by technical staff to optimize utilization of available resources.</li> </ul> <p><i>Savings :</i> Deletion of the following posts on 1.4.2000 –</p> <p style="padding-left: 40px;">1 Building Services Inspector 1 Assistant Building Services Inspector</p>	<p>Management will closely monitor the performance of staff especially those undertaking newly assigned duties. Guidance will be given as appropriate to ensure smooth office operation and to maintain the quality of service.</p>
	2.939	<ul style="list-style-type: none"> <li>● Re-rank posts to perform Fire Protection inspection duties to optimize utilization of available resources.</li> </ul> <p><i>Savings :</i> Downgrading of 12 Senior/Station Officer posts to Principal Fireman on 1.4.2000.</p>	
	1.552	<ul style="list-style-type: none"> <li>● Redeploy existing Motor Drivers instead of disciplined staff to collect and deliver ambulances for repair and maintenance.</li> </ul> <p><i>Savings :</i> Deletion of 8 Ambulanceman posts on 1.4.2000.</p>	
	1.102	<ul style="list-style-type: none"> <li>● Streamline work process and re-prioritize work schedule to achieve reduction of Overtime Allowance for Civilian Staff.</li> </ul>	

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	0.949	<ul style="list-style-type: none"> <li>Reduce Disciplined Services Overtime Allowance by posting disciplined staff released from posts deleted for EPP savings to fill vacancies/new posts in operational commands.</li> </ul>	
	28.475		
<b>DE/OC</b>	(1.884)	<ul style="list-style-type: none"> <li>Please refer to the first bullet under PE/PRE above.</li> </ul>	
	2.019	<ul style="list-style-type: none"> <li>Net savings in DE for posts deleted/created as referred in the first eight bullets under PE/PRE above</li> </ul>	
	0.135		
<b>Total</b>	<b>28.610</b>		

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