

## “Enhanced Productivity Programme: 2002-03” Booklet

### Report on EPP Savings – Fire Services Department

Total value of EPP savings in 2002-03 : **\$60.667 m**, 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 2002-03 on a **cumulative** basis is **5.0%**.

Category	Savings (\$m)	EPP Measures in 2002-03	Safeguards for Quality Service
<b>PE/PRE</b>	13.807	<ul style="list-style-type: none"> <li>• Reduce the manning of all the existing five Emergency Tenders which will be upgraded to Rescue Tenders by early 2002 to serve the Special Rescue Squads.</li> </ul> <p style="margin-left: 20px;"><i>Savings:</i> Deletion of 72 Fireman posts in 2002-03.</p>	Staff have been consulted and they are supportive of the measures. Adequate training will be provided to staff concerned to ensure operational efficiency. The management will regularly review the operation to ensure no deterioration in service quality. The deletion of posts arising from the various measures detailed in this report will not result in redundancy. The deletion of posts is implemented through deletion of vacant posts, natural wastage, release of surplus staff through the Voluntary Retirement Scheme or internal re-deployment. Re-deployment has been agreed with the relevant Heads of Grades.
	2.296	<ul style="list-style-type: none"> <li>• Re-distribute the duties of the Watch Commander of Kwong Wan Fire Station.</li> </ul> <p style="margin-left: 20px;"><i>Savings:</i> Deletion of 4 Senior Station Officer/Station Officer posts in 2002-03.</p>	The Watch Commander is mainly responsible for administrative duties. The Station Commander and the officer-in-charge of the Hydraulic Platform of the station can absorb these duties without affecting operational efficiency.
	2.296	<ul style="list-style-type: none"> <li>• Delete posts designated for manning the Hydraulic Platform</li> </ul>	Resources in nearby stations will be flexibly deployed to

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	1.077	<p>of Tai Lam Chung Fire Station.</p> <p><i>Savings:</i> Deletion of 4 Senior Station Officer/Station Officer posts in 2002-03.</p> <ul style="list-style-type: none"> <li>• Reduce the manning of Fireboat 2 with the enhancement of the roof monitors which can be operated under remote control instead of manual operation by the crew.</li> </ul>	<p>provide adequate operational coverage.</p> <p>Reduction in manning and maintenance of service quality is achieved through technical enhancement.</p>
	0.767	<p><i>Savings:</i> Deletion of 4 Senior Fireman posts in 2002-03.</p> <ul style="list-style-type: none"> <li>• Reduce the manning of the new Fireboat Alexander Grantham, which requires less manpower to operate because of its modernised design.</li> </ul> <p><i>Savings:</i> Deletion of 4 Fireman posts in 2002-03.</p>	<p>Reduction in manning is achieved through effective use of advanced technology and automation.</p>
	3.452	<ul style="list-style-type: none"> <li>• Reduce the manning of the existing five Mobile Command Units (MCU) by flexibly deploying the Senior Fireman(Control) on board the appliances to perform driving duties.</li> </ul> <p><i>Savings:</i> Deletion of 18 Fireman posts in 2002-03.</p>	<p>While the Senior Fireman (Control) is driving the MCU to the scene, communication work will be shared by the other crew members. Unit Commander will regularly review the operation to ensure no deterioration in service quality.</p>
	1.726	<ul style="list-style-type: none"> <li>• Reduce the manning of the two Command Boats of Airport Fire Contingent through re-distribution and sharing of existing duties.</li> </ul>	<p>Unit Commander will provide guidance to crew members and ensure that operational performance and service quality will be maintained.</p>

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	0.500	<p><i>Savings:</i> Deletion of 9 Fireman posts in 2002-03.</p> <ul style="list-style-type: none"> <li>• Delete surplus Ganger post arising from Voluntary Retirement Scheme and Property Attendant posts upon taking over of security service by Government Property Agency.</li> </ul>	Supervisor will ensure that the additional workload can be absorbed by the remaining staff of the office and that operational efficiency will be maintained.
	0.186	<p><i>Savings:</i> Deletion of 1 Ganger and 3 Property Attendant posts before 2002-03.</p> <ul style="list-style-type: none"> <li>• Reduce secretarial service requirement through job sharing and office automation.</li> </ul>	Supervisor will ensure that the additional workload can be absorbed by the remaining staff of the office and that operational efficiency will be maintained.
	4.067	<p><i>Savings:</i> Deletion of 1 Personal Secretary II post before 2002-03.</p> <ul style="list-style-type: none"> <li>• Employ non-civil service contract staff (NCSC)/hire contractor to provide catering services for frontline operational staff at ambulance depots and fire stations with a view to outsourcing this service in future.</li> </ul>	Management will closely monitor the performance of NCSC staff/contractor and collect feedback from staff to ensure no deterioration in quality of service.
	3.391	<p><i>Savings:</i> Deletion of 28 Cook posts before 2002-03.</p> <p><i>Additional Requirements:</i> DE of \$2.847m (see entry under DE below).</p> <ul style="list-style-type: none"> <li>• Employ NCSC staff/hire contractor to provide cleansing service for ambulance depots and fire stations with a view to</li> </ul>	Management will closely monitor the performance of NCSC staff/contractor and collect feedback from staff to

Category	Savings (\$m)	EPP Measures in 2002-03	Safeguards for Quality Service
		<p>outsourcing this service in future.</p> <p><i>Savings:</i> Deletion of 28 Workman II posts before 2002-03 and 2 Workman II posts in 2002-03.</p> <p><i>Additional Requirements:</i> DE of \$2.374m (see entry under DE below)</p>	<p>ensure no deterioration in quality of service.</p>
<i>Subtotal</i>	33.565		
<b>DE/OC</b>	15.680	<ul style="list-style-type: none"> <li data-bbox="432 696 970 981">● Reduce the maintenance cost charged by the Electrical &amp; Mechanical Services Trading Fund (EMSTF) through revising the existing scope of maintenance service and re-arranging the payment schedule.</li> <li data-bbox="432 1025 970 1182">3.110 ● Savings in related departmental expenses upon deletion of posts as referred to the 1<sup>st</sup> to 11<sup>th</sup> bullets under PE/PRE above.</li> <li data-bbox="432 1227 970 1429">(5.221) ● Additional departmental expenses for employing NCSC staff/hire of service arising from deletion of posts as referred to the 10<sup>th</sup> and 11<sup>th</sup> bullets under PE/PRE above.</li> <li data-bbox="432 1473 970 1585">3.940 ● Reduce expenditure on procurement of general stores and equipment and vehicle spares.</li> <li data-bbox="432 1787 970 1989">5.031 ● Reduce expenditure on training and communication lines and other trading fund services through active negotiation with suppliers for competitive pricing.</li> </ul>	<p>Management will regularly review the delivery of maintenance service to ensure no deterioration in standard. Close liaison will be maintained with the EMSTF to address areas of concern.</p> <p>The Supplies Section and the Workshops and Transport Section will exercise tighter control of stock level and devise appropriate procurement plans to meet operational requirement.</p> <p>Management will regularly assess training needs and continue to closely monitor the services delivered by suppliers to ensure no deterioration in service standard.</p>

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	4.562	<ul style="list-style-type: none"> <li>Reduce the NCSC staff cost by re-organising the NCSC Building Fire Safety Inspection Force of the Building Improvement and Safety Division.</li> </ul>	Savings in manpower is achieved through re-engineering the work procedures and re-distribution of work. The quality of service will not be affected.
<i>Subtotal</i>	27.102		
<b>Total</b>	<b>60.667</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

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