

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

### Report on EPP Savings -- General Expenses of the Civil Service\*

Total value of EPP Savings: **\$1.962m**, equivalent to **1.262%** 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>	1.962	<ul style="list-style-type: none"> <li>• Review the number of operational posts required with reference to the utilisation rate.</li>   <li><i>Savings:</i> Deletion of the following posts -</li>   <li style="padding-left: 20px;">2 Administrative Officer</li> <li style="padding-left: 20px;">1 Typist</li>   <li>• Economise on recruiting expenses by introducing cost cutting measures in recruitment exercises such as the cessation of reimbursement of passage expenses and subsistence allowance for candidates interviewed overseas since 1998-99 and reducing the number of advertisements placed in local newspapers.</li> </ul>	We have critically assessed the requirement of individual ranks on operational posts to ensure that the deletion would neither affect the smooth functioning of the operational reserve system nor lead to any redundancy.
<b>Total</b>	<b>1.962</b>		

\* These expenses include expenses for recruitment, housing allowances, personal allowances and expenses relating to the relief and welfare of civil servants and pensioners, etc..

## 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