

“Enhanced Productivity Programme: 2002-03” Booklet
Report on EPP Savings – General expenses of the civil service*

Total value of EPP savings in 2002-03: **\$3.927 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
PE/PRE	3.119	<ul style="list-style-type: none"> ● Review the number of operational reserve posts required with reference to the utilisation rate <p style="margin-left: 40px;"><i>Savings:</i> Deletion of the following posts in 2002-03 – 1 Administrative Officer 7 Executive Officer II 2 Typist</p>	We have critically assessed the requirement of individual ranks on operational reserve posts to ensure that the deletion would neither affect the smooth functioning of the operational reserve system nor lead to any redundancy.
<i>Subtotal</i>	<i>3.119</i>		
DE/OC	0.808	<ul style="list-style-type: none"> ● Reduce the spending on civil service examinations by reducing expenditure on hiring markers through changing the mode of a number of civil service examinations (from open end written questions to multiple choice questions) and by reducing related transport expenses through allowing flexibility in hiring services (to use taxi instead of government pool transport if appropriate). 	Closely monitor civil service examinations to ensure that their quality would not be undermined.
<i>Subtotal</i>	<i>0.808</i>		
Total	3.927		

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

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