

“Enhanced Productivity Programme : 2000-01” Booklet

Report on EPP Savings -- Economic Services Bureau

Total value of EPP Savings: **\$0.629m**, equivalent to **1%** of total Recurrent Baseline Expenditure in 2000-01 which is subject to EPP.

Category	\$m	EPP Measures	Safeguards for Quality Service
PE/PRE	0.182	<ul style="list-style-type: none"> • Review and streamline existing work process in the Port and Maritime Division. <p><i>Savings :</i> Deletion of 1 Assistant Clerical Officer post on 1.4.2000.</p>	<p>Approval has been obtained from Director of General Grades for the deletion of an Assistant Clerical Officer post. The incumbent will be returned to General Grades Office for re-posting.</p> <p>The general grades staff of the affected office have been briefed of the EPP and changes in the mode or process of service delivery. Suitable guidance and training will continue to be provided to ensure that they can adapt to the changes.</p>
DE/OC	0.447	<ul style="list-style-type: none"> • Review the schedule of duty visits to achieve optimum use of resources. 	<p>Duty visits are rescheduled and combined together as far as possible to reduce the cost of air passages.</p>
Total	0.629		

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