

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

### Report on EPP Savings -- Home Affairs Bureau

Total value of EPP savings in 2002-03: **\$2.860 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>	0.602	<ul style="list-style-type: none"> <li>● Reduce expenditure on overtime and acting allowances by reviewing and streamlining existing work processes, redeploying staff to meet pressing needs and granting time-off in lieu.</li> </ul>	We shall ensure that the same level of service is maintained through keeping the streamlined work processes under constant reviews and monitoring closely the staffing resources for redeployment.
<i>Subtotal</i>	<i>0.602</i>		
<b>DE/OC</b>	2.258	Economise on the general departmental expenses.	More economic utilisation of resources and more competitive rates obtained from suppliers.
<i>Subtotal</i>	<i>2.258</i>		
<b>Total</b>	<b>2.860</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