

“Enhanced Productivity Programme: 2001-02” Booklet

Report on EPP savings -- Health and Welfare Bureau

Total value of EPP savings in 2001-02: **\$1.444 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 2001-02 on a **cumulative** basis is **3.0%**.

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
PE/PRE	0.172	<ul style="list-style-type: none"> Streamline the work procedures for issuance of Registration Card for People with Disabilities <p><i>Savings:</i> Deletion of 1 Assistant Clerical Officer post in 2000-01.</p>	Efficiency and operation are maintained through re-distribution of duties and providing training to existing staff to take up new duties.
	0.509	<ul style="list-style-type: none"> Reduce the set up of the in-house Translation Team in response to “Containing the Size of the Civil Service” Exercise. <p><i>Savings:</i> Non-creation of 1 Chinese Language Officer I post in 2000-01.</p>	
<i>Subtotal</i>	<i>0.681</i>		
DE/OC	0.763	<ul style="list-style-type: none"> Reduce spending on photocopying paper, stores, office equipment and its maintenance charges with enhancement on information technology. 	Enhanced information technology helps improve the work efficiency and reduce cost.
<i>Subtotal</i>	<i>0.763</i>		
Total	1.444		

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