

“Enhanced Productivity Programme : 2002-03” Booklet

Report on EPP Savings (Security Bureau)

Total value of EPP savings in 2002-03 : **\$2.437 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	0.145	<ul style="list-style-type: none"> Review and streamline existing work process in the Narcotics Division. <p><i>Savings :</i> Deletion of 1 Clerical Assistant post in 2001-02</p>	Efficiency and operation are maintained through re-distribution of duties and training provided to existing staff to take up new duties.
<i>Subtotal</i>	<i>0.145</i>		
DE/OC	1.000	<ul style="list-style-type: none"> Economise on the general departmental expenses. 	We will ensure that the reduction in expenditure will not affect the service quality.
	1.100	<ul style="list-style-type: none"> Continue to reduce expenditure on the purchase of office stationery, furniture and equipment by searching for a more competitive price, and by extending the life span of furniture and equipment through maintenance and better usage. 	We will closely monitor to ensure that adequate office stationery, furniture and equipment are provided so that the service quality will not be affected.
	0.192	<ul style="list-style-type: none"> Reduce maintenance cost through termination of the Technical Services Agreement. 	We will ensure that the same quality of services will be provided .
<i>Subtotal</i>	<i>2.292</i>		
Total	2.437		

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