

‘Enhanced Productivity Programme: 2001-02’ Booklet

Report on EPP Savings – Transport Bureau

Total value of EPP savings in 2001-02: **\$1.355 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	1.200	<ul style="list-style-type: none"> ● Rationalise general support services. <p><i>Savings:</i> Non-creation of the following posts in 2000-01-</p> <p style="padding-left: 40px;">1 Information Officer 1 Personal Secretary II</p> <p>Deletion of 1 Chinese Language Officer I post in 2000-01.</p>	<p>Workload for the non-created posts will be absorbed by the existing staff without affecting the standard of the general supporting services.</p> <p>The deletion of the Chinese Language Officer I post will not give rise to staff redundancy as the incumbent will be redeployed to another government department as agreed by the Head of Grade.</p>
<i>Subtotal</i>	<i>1.200</i>		
DE/OC	0.155	<ul style="list-style-type: none"> ● Improve maintenance to reduce expenses on replacement of office furniture and equipment. ● Tighten control on issuing stationery to staff to avoid wastage 	<p>Through more frequent maintenance, the serviceable life span of office furniture and equipment is extended, thereby reducing the expenses for replacing them.</p>
<i>Subtotal</i>	<i>0.155</i>		
Total	1.355		

PE : Personal Emoluments

PRE : Personnel Related Expenses

DE: Departmental Expenses

OC: Other Charges

Subventions

i.e. Staff salaries and allowances

i.e. Costs related to the employment of staff other than pay and allowances e.g. pensions, staff housing

i.e. The day to day operating expenses of departments e.g. fuel, travelling expenses and furniture

i.e. Significant expenditure peculiar to a particular department's operation

i.e. Recurrent payment to non-government bodies in support of their on-going expenses