

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

### Report on EPP Savings – Independent Commission Against Corruption

Total value of EPP savings in 2002-03 : **\$14.453 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>	8.323	<ul style="list-style-type: none"> <li>• Re-organise Investigation Groups to reduce supervisory staff.</li> </ul> <p><i>Savings :</i></p> <ul style="list-style-type: none"> <li>- Deletion of the following posts in 2002-03 –</li> <li style="padding-left: 20px;">3 Commission Against Corruption Officers (Upper)</li> <li style="padding-left: 20px;">9 Commission Against Corruption Officers (Middle/Lower)</li> </ul>	We have stepped up various support, including provision of sophisticated information technology systems and equipment, centralising case property management and maximising the use of electronic transmission and information sharing, thereby enabling supervisory staff in investigation sections to monitor cases more efficiently.
	0.311	<ul style="list-style-type: none"> <li>• Realign the duties of the Education and Mass Communication Office to enhance the office’s capability to carry out creative work and provide professional and support services.</li> </ul> <p><i>Savings :</i></p> <ul style="list-style-type: none"> <li>- Deletion of the following posts in 2002-03 –</li> <li style="padding-left: 20px;">1 Commission Against Corruption Officer (Middle/Lower)</li> <li style="padding-left: 20px;">1 Clerical Assistant</li> <li>- Offset by creation of two Assistant Commission Against Corruption Officer posts</li> </ul>	We have streamlined the duties and work procedures of the Education and Mass Communication Office to enhance operational efficiency and productivity.

Category	Savings (\$m)	EPP Measures in 2002-03	Safeguards for Quality Service
	0.500	<ul style="list-style-type: none"> <li>• Re-deploy staff resources in the Corruption Prevention Department.</li> </ul> <p><i>Savings :</i></p> <ul style="list-style-type: none"> <li>- Re-grading of one Commission Against Corruption Officer (Upper) post to Commission Against Corruption Officer (Middle/Lower) in 2002-03</li> <li>- Deletion of one Personal Secretary II post in 2002-03</li> </ul>	<p>We have set up a “Mentoring System”. With suitable involvement and guidance from the mentors and supervisors, we ensure that Commission Against Corruption Officers (Middle/Lower) are adequately trained and capable of undertaking complex assignments.</p> <p>By making wider use of information technology in assignment and secretarial work, we have centralised secretarial resources for more efficient and effective deployment.</p>
<i>Subtotal</i>	9.134		
<b>DE</b>	5.319	<ul style="list-style-type: none"> <li>• Phase out obsolete equipment, thereby reducing the cost for maintenance.</li> <li>• Maximise the use of computer systems for data sharing, information dissemination and production of simple publicity materials, thus cutting back the cost of paper and related stationeries and the need for hire of printing services.</li> <li>• Use in-house staff to perform some maintenance duties, thus partially reducing the cost for system maintenance.</li> <li>• Maximise the recycled use of consumables, such as computer diskette, video / audio tapes, envelopes, file jackets etc</li> </ul>	<p>We involve staff particularly those on the ground in drawing up savings measures. They are more committed to the implementation of such measures, thus bringing forth savings in operating expenses without jeopardising service quality.</p>
<i>Subtotal</i>	5.319		
<b>Total</b>	<b>14.453</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