

## “Enhanced Productivity Programme : 2001-02” Booklet

### Report on EPP Savings – Intellectual Property Department

Total value of EPP savings in 2001-02 : **\$1.641m**, 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
<b>PE/PRE</b>	1.703	<ul style="list-style-type: none"> <li>● Outsourcing Secure the expertise of the private sector to manage, develop and maintain computer systems, to accommodate rapid technological innovation and to provide more efficient electronic-based operation, office operations and electronic publication service as an outsourcing package.</li> </ul> <p><i>Savings :</i> Deletion of the following posts in 2001-02 –</p> <ul style="list-style-type: none"> <li>1 Computer Operator I (4 months)</li> <li>1 Computer Operator II (4 months)</li> <li>1 Assistant Clerical Officer (4 months)</li> <li>5 Clerical Officer (4 months)</li> <li>7 Clerical Assistant (4 months)</li> <li>4 Assistant Clerical Officer</li> </ul> <p><i>Additional requirements :</i> Hire of IT management and office operation services in the outsourced package.</p>	A Contract Management Committee comprising government and contractor’s representatives will be set up to review and monitor service standards. User satisfaction surveys will be conducted regularly. We shall be able to accommodate all deletion of posts through redeployment outside of department, as already agreed with the relevant Heads of Grades. No staff redundancy will arise as a result of the outsourcing exercise.
<i>Subtotal</i>	(0.821)		
<b>DE/OC</b>	0.882	<ul style="list-style-type: none"> <li>● Outsourcing Please refer to first bullet under PE/PRE above.</li> </ul>	

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
	0.240	<i>Savings :</i> Subsume the following services under the outsourcing package – - Services by the contract staff of the Information Technology Services Department. - Maintenance costs for computer systems. - Data input by contractor.	
	0.336		
	0.183		
<i>Subtotal</i>	<i>0.759</i>		
<b>Total</b>	<b>1.641</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