

“Enhanced Productivity Programme : 2002-03” Booklet

Report on EPP Savings – Intellectual Property Department

Total value of EPP savings in 2002-03 : **\$1.719m**, 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	1.713	<ul style="list-style-type: none"> • 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. <p style="margin-left: 20px;"><i>Savings :</i> Deletion of 13 Assistant Clerical Officer posts in 2002-03</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.
	(0.889)	<ul style="list-style-type: none"> • Additional requirements : Hire of IT management and office operation services in the outsourced package 	
	0.100	<ul style="list-style-type: none"> • Improve efficiency and increase flexibility of staff deployment to reduce the need for payment of overtime allowance 	
<i>Subtotal</i>	<i>0.924</i>		
DE/OC		<ul style="list-style-type: none"> • Outsourcing Please refer to 1st bullet under PE/PRE above <p style="margin-left: 20px;"><i>Savings :</i> Subsume the following services under the outsourcing package –</p>	See 1 st bullet of PE/PRE
	0.467	- Services by ITSD contract staff	
	0.328	- Data input by contractor	
<i>Subtotal</i>	<i>0.795</i>		

Category	Savings (\$m)	EPP Measures in 2002-03	Safeguards for Quality Service
Total	1.719		

- 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