

“Enhanced Productivity Programme: 2000-01” Booklet

Report on EPP savings -- Marine Department

Total value of EPP Savings: **\$30.516m**, equivalent to **3.2%** of total Recurrent Baseline Expenditure in 2000-01 which is subject to EPP, made up of \$26.365m savings already achieved in 1999-2000 through advance implementation of EPP and \$4.151m additional savings in 2000-01.

Category	\$m	EPP Measures	Safeguards for Quality Service
PE/PRE	1.134	<ul style="list-style-type: none"> • Hire private security service for the Government Dockyard instead of employing Property Attendants. <p><i>Savings :</i> Deletion of 6 Property Attendant posts in 1999-2000.</p> <p>Corresponding reduction in overtime allowance.</p> <p><i>Additional requirements :</i> DE of \$0.637m (see first bullet under DE below).</p>	<p>For hire of service, we have stipulated the service standard in the service contracts and will closely monitor the contractors' performance accordingly.</p> <p>We have planned to bring in hired services by phases in order to tie in with the natural wastage and enable a smooth take-over by contractor.</p> <p>We shall be able to accommodate all deletions and downgrading of posts through natural wastage or internal redeployment.</p>
	4.712	<ul style="list-style-type: none"> • Hire commercial passenger launches and tug boats instead of continuing to own and maintain at higher costs the existing fleet of launches and tug boats. <p><i>Savings :</i> Deletion of the following posts in 1999-2000 -</p> <p style="padding-left: 40px;">3 Senior Launch Master 4 Launch Master 18 Launch Assistant</p>	<p>No staff redundancy will arise. Where redeployment outside of department is involved, we have also obtained the agreement of relevant Heads of Grades.</p> <p>Where there are changes to the mode or process of service delivery, we promote those changes and provide suitable training within the organisation to ensure that staff can adapt to the transition. Staff can also voice their feedback and proposals on EPP to the management.</p>

Category	\$m	EPP Measures	Safeguards for Quality Service
	4.840	<p>Deletion of the following posts on 1.4.2000 -</p> <p>1 Senior Launch Master 3 Launch Assistant</p> <p><i>Additional requirements :</i> DE of \$1.798m (see first bullet under DE below).</p> <ul style="list-style-type: none"> • Re-rank posts to allow for redistribution of duties and right-sizing of divisions, including the Port Control Division and the Government Fleet Division. <p><i>Savings :</i> Downgrading of the following posts in 1999-2000 -</p> <p>5 Marine Controller to Assistant Marine Controller 5 Assistant Marine Controller to Marine Inspector II 5 Marine Inspector I to Marine Inspector II</p> <p>Deletion of the following posts in 1999-2000 -</p> <p>1 Assistant Electrical Inspector 1 Works Supervisor I 4 Marine Inspector 2 Artisan 1 Ganger 1 Workman II</p>	

Category	\$m	EPP Measures	Safeguards for Quality Service
	5.684	<ul style="list-style-type: none"> ● Increase flexibility in redeployment of personnel to allow for merging of Divisions which are not optimally utilised, including the Shipping Division, Multi-lateral Policy Division and Administration Division. <p><i>Savings :</i> Downgrading 1 Supervisor of Typing Service post to Senior Typist in 1999-2000.</p> <p>Deletion of the following posts in 1999-2000 -</p> <ul style="list-style-type: none"> 1 Surveyor of Ships 2 Marine Officer 1 Ship Inspector 1 Senior Clerical Officer 2 Assistant Shipping Master 2 Assistant Ship Inspector <p>Deletion of the following posts on 1.4.2000 -</p> <ul style="list-style-type: none"> 1 Senior Surveyor of Ship 2 Assistant Clerical Officer 1 Clerical Assistant 	
	2.496	<ul style="list-style-type: none"> ● Review and streamline existing work process in the Planning and Services Division. <p><i>Savings :</i> Deletion of the following posts in 1999-2000 -</p> <ul style="list-style-type: none"> 1 Assistant Superintendent of Aids to Navigation 1 Marine Inspector I 3 Marine Inspector II 5 Artisan 1 Driver 	

Category	\$m	EPP Measures	Safeguards for Quality Service
		<p>Deletion of the following post on 1.4.2000 -</p> <p>1 Survey Officer / Survey Officer Trainee</p>	
	18.864		
DE/OC	(2.435)	<ul style="list-style-type: none"> Outsourcing. Please refer to the first two bullets under PE/PRE above. 	
	12.863	<ul style="list-style-type: none"> Conduct a comprehensive review of existing equipment maintenance schedule to avoid wastage. The new maintenance schedule is developed with reference to actual wear and tear of the equipment and the optimal mode of carrying out maintenance work (e.g. maintenance on site or at dockyard). 	We require that all revisions to maintenance, berthing and service schedules must comply with established safety standards. In implementing these changes, we also revise staff manuals and provide training to ensure that all staff understand the requirements.
	1.224	<ul style="list-style-type: none"> Relocate berthing facilities to achieve optimum usage. Three pontoons are reduced to two. 	After relocating the berthing facilities, berthing activities are now scheduled more evenly during the day. The initiative will improve service quality as it reduces peak hour rush.
	11.652		
Total	30.516*		

* The total and sub-total figures in this proforma do not exactly correspond with the sum of the individual items due to rounding.

Note

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