

## ‘Enhanced Productivity Programme: 2001-02’ Booklet

### Report on EPP Savings -- Marine Department

Total value of EPP savings in 2001-02: **\$4.220 m** equivalent to **0.4%** 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 **3.5%**.

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
<b>PE/PRE</b>	0.183	<ul style="list-style-type: none"> <li>Hire private security service for the Government Dockyard instead of employing Property Attendants.</li> </ul> <p><i>Savings:</i> Deletion of 3 Property Attendants posts (6 months) in 2001-02.</p> <p><i>Additional Requirements:</i> DE of \$0.213m (see entry under DE below).</p>	<p>For hire of service, we have stipulated service standards in the service contracts and will closely monitor the contractors’ performance accordingly.</p> <p>We will bring in hired services by phases in order to tie in with the natural wastage and enable a smooth take-over by contractors.</p>
	0.798	<ul style="list-style-type: none"> <li>Review and streamline existing work process in the Planning and Services Division and Administration Branch.</li> </ul> <p><i>Savings:</i> Deletion of the following posts in 2001-02-</p> <ul style="list-style-type: none"> <li>1 Senior Artisan</li> <li>1 Senior Assistant Shipping Master</li> <li>1 Office Assistant</li> </ul>	<p>Where there are changes to the mode or process of service delivery, we promote those changes and provide suitable training within the section affected to ensure that staff can adapt to the transition. We shall be able to accommodate all deletion of posts through internal redeployment or deletion of vacant posts. No staff redundancy will arise.</p>
	2.817	<ul style="list-style-type: none"> <li>Reduce expenditure on overtime allowances.</li> </ul>	<p>Through more efficient crew deployment and the use of time-off in lieu of overtime allowance, the spending on overtime can be reduced without affecting the quality of service.</p>
<i>Subtotal</i>	3.798		
<b>DE/OC</b>	0.635	<ul style="list-style-type: none"> <li>Reduce expenditure on Technical Services Agreement.</li> </ul>	<p>Through tighter control on expenditure and enhanced productivity, the quality of service will be maintained at the present level.</p>
	(0.213)	<ul style="list-style-type: none"> <li>Outsourcing. Please refer to the first bullet under PE/PRE above.</li> </ul>	
<i>Subtotal</i>	0.422		

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
<b>Total</b>	<b>4.220</b>		

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