

## "Enhanced Productivity Programme : 2001-02" Booklet

### Report on EPP Savings - Office of Telecommunications Authority Trading Fund

Total value of EPP Savings in 2001-02: **\$3.874 m**, equivalent to **1.6%** of total extrapolated operating expenditure\* in that year that is subject to EPP. Total EPP savings (as a percentage of extrapolated operating expenditure in 2001-02 that is subject to EPP) achieved by 2001-02 on a **cumulative** basis is **4.8%**.

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
PE/PRE	1.318	<ul style="list-style-type: none"> <li>● Merge under-utilised services.</li> </ul> <p><i>Savings:</i> <u>Infrastructure Co-ordination Section</u> Deletion of 1 Telecommunications Engineer post 2000-01.</p>	The Telecommunications Engineer vacancy is deleted in accordance with the 'Containing the Size of the Civil Service' exercise.
	0.412	<ul style="list-style-type: none"> <li>● Streamline operations and procedures.</li> </ul> <p><i>Savings:</i> <u>Maritime Services Section</u> Deletion of 1 Assistant Inspector (Telecom) post in 2000-01.</p>	
	(0.185)	<p><i>Additional requirements:</i> Creation of 1 contract Administrative Assistant post.</p>	A contract Administrative Assistant will take over the work of an Assistant Inspector (Telecom), as the nature of work is mainly clerical.
	1.318	<p><i>Savings:</i> <u>Project Section</u> Deletion of 1 Telecommunications Engineer post in 2001-02.</p>	Upon the retirement of a Chief Telecommunications Engineer in July 2001, the post can be deleted. The remaining work will be shared by other staff in the section.
	0.412	<p><i>Savings:</i> <u>Regulation &amp; Training Section</u> Deletion of 1 Assistant Inspector (Telecom) post in 2001-02.</p>	Upon the retirement of an Assistant Controller (Telecom) in September 2001, the post can be deleted with the work being absorbed by the rest of the section.

\* Extrapolated operating expenditure means projected recurrent expenditure for 2001-02 to meet the expected increases/decreases in business volume since 1998-99.

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
	0.467	<p><i>Savings:</i> <u>Radio Monitoring Unit</u> Deletion of 1 Clerical Officer post in 2001-02.</p>	The work of the Clerical Officer can be replaced by an Assistant Clerical Officer. The Clerical Officer will be posted to the Licensing Sub-section.
	(0.336)	<p><i>Additional requirements:</i> Creation of 1 Assistant Clerical Officer post in 2001-02.</p> <ul style="list-style-type: none"> <li>• Provide flexible engagement and deployment of staff in order to enhanced efficiency.</li> </ul>	
	0.639	<p><i>Savings:</i> <u>Administrative Services Division</u> Deletion of 2 Personal Secretary II posts in 2000-01.</p>	The work of the 2 Personal Secretary IIs will be replaced by 2 contract Administrative Assistants who will take up both secretarial and clerical duties. We have already obtained the agreement of the Director of General Grades to transfer the 2 Personal Secretary IIs.
	(0.378)	<p><i>Additional requirements:</i> Creation of 2 contract Administrative Assistants posts.</p>	
	0.215	<p><i>Savings:</i> Deletion of 1 Motor Driver post in 2001-02.</p>	One Motor Driver will retire in August 2001 and his work will be replaced by a contract Outdoor Assistant who will perform both driving and Office Assistant's duties. The Government Land Transport Administrator has agreed to this arrangement.
	(0.110)	<p><i>Additional requirements:</i> Creation of 1 contract Outdoor Assistant post.</p>	
	0.102	<ul style="list-style-type: none"> <li>• Hiring of commercial service to take up the security work at Radio Monitoring Unit.</li> </ul> <p><i>Savings :</i> <u>Radio Monitoring Unit</u> Deletion of 1 Property Attendant post in 2000-01.</p>	One Property Attendant has applied for voluntary retirement. The service will be taken over by a security company.
<i>Subtotal</i>	3.874		
<b>Total</b>	<b>3.874</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