

## “Enhanced Productivity Programme : 2000-01” Booklet

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

Total value of EPP Savings: **\$6.173m**, equivalent to **3%** of total Extrapolated Recurrent Expenditure\* in 2000-01, made up of \$2.900m savings already achieved in 1999-2000 through advance implementation of EPP and \$3.273m additional savings in 2000-01.

| Category  | \$m   | EPP Measures   | Safeguards for Quality Services   |
|-----------|-------|--|---|
| <b>PE</b> | 1.003 | <ul style="list-style-type: none"> <li>● Reorganise Work.</li> </ul> <p><i>Savings:</i><br/>Deletion of 1 Assistant Controller (Telecom) post in the Projects Section</p>  | Due to the reduction in workload in the Projects Section, the Assistant Controller (Telecom) (ACT) post was deleted upon the retirement of an ACT in July 1999.   |
|           | 3.161 | <ul style="list-style-type: none"> <li>● Rationalise the work and employ non-civil service contract staff.</li> </ul> <p><i>Savings:</i><br/>Replacement of the following posts in 1999-2000 -</p> <p><u>External Affairs Section</u><br/>1 Telecom Engineer post with 1 Public Affairs Officer</p> <p><u>Computer Services Subsection</u><br/>1 Inspector (Telecom) &amp; 2 Assistant Inspector (Telecom) posts by 2 Information Technology Officers, plus one Residential Support Service Staff drawn from the government term service contract.</p> | <p>The Telecom Engineer (TE) was posted to fill another TE vacancy.</p> <p>The Inspector (Telecom) and 2 Assistant Inspectors (Telecom) were transferred to the Radio Monitoring Unit to form the 8<sup>th</sup> monitoring team, which was established for the provision of 24-hour monitoring service to take care of the round-the-clock operation of the airport. This is a new service of the Office of the Telecommunication Authority.</p> |

\* Extrapolated Recurrent Expenditure means projected recurrent expenditure for 2000-01 to meet the expected increases/decreases in business volume since 1998-99.

| Category | \$m   | EPP Measures   | Safeguards for Quality Services   |
|----------|-------|--|---|
|          | 2.009 | <p>Replacement of the following posts in 2000-01 -</p> <p><u>Regulatory Affairs Branch</u><br/>1 Treasury Accountant by 1 Regulatory Affairs Manager</p> <p><u>Computer Services Sub-section</u><br/>1 Telecom Engineer by 1 IT Manager</p> <p>2 Motor Driver posts by 2 Outdoor Assistant.</p> <p>3 Office Assistant posts by 3 contract Workman.</p> <p>• Achieve savings through re-ranking/ re-grading the following posts -</p> <p><i>Savings :</i><br/>Re-ranking/ re-grading of the following posts in 1999-2000-</p> <p>1 Confidential Assistant post by 1 Personal Secretary II</p> <p>1 Calligraphist post by 1 Clerical Assistant</p> | <p>The Director of Accounting Services has agreed to take back the incumbent on 1 March 2000.</p> <p>The Telecom Engineer will be deployed to handle building access issues resulting from the issuance of licences for the operation of wireless fixed networks, broadcasting networks and cable-based facilities.</p> <p>Two Outdoor Assistants were employed, one replaced a Motor Driver who had retired and one filled an additional new post. The Outdoor Assistants were required to provide driving services as well as other minor office duties.</p> <p>Three Office Assistants were promoted to Clerical Assistants.</p> <p>The Personal Secretary II, in addition to oversee the Confidential Registry, was also assigned to serve two principals.</p> <p>The Calligraphist post has been frozen.</p> |

| Category     | \$m          | EPP Measures   | Safeguards for Quality Services   |
|--------------|--------------|--|---|
|              |              | <u>Translation Section</u><br>1 Chinese Language Officer I post to Chinese Language Officer II<br><br>Re-ranking/re-grading of the following posts in 2000-01-<br><br><u>Finance Division</u><br>2 Assistant Clerical Officer posts to Clerical Assistant<br><br><u>Licensing Sub-section</u><br>1 Assistant Controller (Telecom) post to 1 Senior Clerical Officer<br><br>2 Inspector (Telecom) posts to 2 Clerical Officer<br><br>2 Assistant Inspector (Telecom) posts to 2 Assistant Clerical Officer<br><br>2 Assistant Inspector (Telecom) posts to 2 Clerical Assistant | Already implemented in February 2000.<br><br>The 2 Assistant Clerical Officers will be re-deployed to the Licensing Sub-section.<br><br>With the introduction of internet licensing and the conversion of existing station-based licensing framework for Mobile Radio Service to system-based licensing mechanism, clerical staff after going through some basic training should be capable to take up the licensing renewal work. The 1 Assistant Controller (Telecom), 2 Inspector (Telecom), 4 Assistant Inspectors (Telecom) will be re-deployed to handle building access issues resulting from the issuance of licences for the operation of wireless fixed networks, broadcasting networks and cable-based facilities. |
| <b>Total</b> | <b>6.173</b> |  |   |

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                             |