

“Enhanced Productivity Programme: 2000-01” Booklet

Report on EPP savings -- Public Service Commission

Total value of EPP Savings : **\$0.197m**, equivalent to **1%** of total Recurrent Baseline Expenditure in 2000-01 which is subject to EPP.

Category	\$m	EPP Measures	Safeguards for Quality Service
PE/PRE	0.141	<ul style="list-style-type: none"> • Rationalise the provision of clerical services in the filing section where staff are not optimally utilised. <p><i>Savings:</i> Deletion of 1 Clerical Assistant post on 1.4.2000.</p>	<p>We shall delete 1 Clerical Assistant post and re-distribute duties among the remaining staff. The office operation will not be affected due to the enhanced productivity and office automation.</p> <p>No staff redundancy will arise as we have obtained the agreement of the Director of General Grades to redeploy the Clerical Assistant elsewhere.</p>
DE/OC	0.056	<ul style="list-style-type: none"> • Economise on the use of departmental expenses. 	
Total	0.197		

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