

“Enhanced Productivity Programme: 2000-01” Booklet

Report on EPP savings -- Radio Television Hong Kong

Total value of EPP Savings : **\$4.572m***, equivalent to **1.074%** of total Recurrent Baseline Expenditure in 2000-01 which is subject to EPP. These savings were already achieved in 1999-2000 through advance implementation of EPP.

Category	\$m	EPP Measures	Safeguards for Quality Service
PE/PRE	0.535	<ul style="list-style-type: none"> • Re-distribute duties and rationalise resources. <p><i>Savings :</i> Deletion of the following posts in Departmental Administration Unit in 2000-01 -</p> <p><u>Departmental Administration Unit</u> 1 Personal Secretary II 1 Assistant Clerical Officer</p> <p><u>Radio Division</u> 1 Programme Assistant</p>	As this lot of post deletion affects mainly administrative support staff, it is anticipated that the department's operations would not be adversely affected.
	0.583	<ul style="list-style-type: none"> • Hire private security service instead of employing Property Attendants. <p><i>Savings :</i> Deletion of 1 Property Attendant post in 2000-01.</p> <p><i>Additional requirements :</i> DE of \$0.072m (see 1st bullet under DE below)</p> <ul style="list-style-type: none"> • Hire contract motor driver service instead of employing Motor Drivers. 	All deletion of posts are achieved through natural wastage and no staff would be made redundant as a result. We have also obtained the agreement of relevant Heads of Grades to delete the posts.

Category	\$m	EPP Measures	Safeguards for Quality Service
	0.494	<p><i>Savings :</i> Deletion of 3 Motor Driver posts in 2000-01.</p> <p><i>Additional requirements :</i> DE of \$0.1m for hiring 1 Motor Driver contract staff (see 1st bullet under DE below). The other 2 contract staff will be funded from internal re-deployment of resources.</p> <ul style="list-style-type: none"> • Revamp production services. Convert 3-man film crew to 2-man crew. <p><i>Savings :</i> Deletion of 1 Programme Assistant post in 2000-01.</p> <ul style="list-style-type: none"> • Reorganise the work in the Photography Unit. <p><i>Savings :</i> Deletion of 1 Assistant Programme Officer post in 2000-01.</p>	The conversion of 3-man crew to 2-man crew would not reduce the number of in-house film crews.
	0.800	<ul style="list-style-type: none"> • Reduce spending on overtime allowance by - <ul style="list-style-type: none"> — Controlling booking facilities for programme production — Rationalising the procedures of transport booking after office hours 	
	2.412		

Category	\$m	EPP Measures	Safeguards for Quality Service
DE/OC	(0.172)	<ul style="list-style-type: none"> • Additional requirement for employment of contract staff. Please refer to the 2nd & 3rd bullets under PE/PRE above. 	All management staff and key officers have been briefed of the effect and importance of the EPP exercise.
	0.420	<ul style="list-style-type: none"> • Revamp the in-house transport service by - <ul style="list-style-type: none"> — Stricter control over hired vehicle — Reducing vehicles service charges of the Electrical and Mechanical Services Trading Fund (EMSTF) 	Reviews will be conducted periodically to ensure that the reduction in expenditure would not affect the quality of the service.
	4.165	<ul style="list-style-type: none"> • Tighten control on hiring of freelances in Programming Divisions by - <ul style="list-style-type: none"> — Freezing or lowering of fees — Reducing numbers — Stricter control on Departmental Contract Staff I employment 	
	3.419	<ul style="list-style-type: none"> • Economise on the use of Departmental Expenses by - <ul style="list-style-type: none"> — Restricting purchase of supplies — Cutting electricity consumption — Lowering overseas telephone charges — Decreasing food & drink expenses 	

Category	\$m	EPP Measures	Safeguards for Quality Service
		<ul style="list-style-type: none"> — Negotiating down the Electrical and Mechanical Services Trading Fund workshop charges — Curtailing general expenditure 	
	7.832		
Total	10.244*		

* EPP savings of the Radio Television Hong Kong in 2000-01 amount to \$4.572m. The total EPP savings already achieved in 1999-2000 and to be achieved in 2000-01 are in fact \$10.244m. The savings in excess of \$4.572m have been centralised under the Information Technology and Broadcasting Bureau for necessary re-deployment within its policy areas.

Note

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| 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 |