

“Enhanced Productivity Programme: 2001-02” Booklet

Report on EPP Savings – Rating and Valuation Department

Total value of EPP savings in 2001-02: **\$10.595 m**, equivalent to **2.8%** 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 **5.1%**.

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
PE/PRE	8.561	<ul style="list-style-type: none"> ● Re-organise the department and streamline operations and procedures. <p><i>Savings :</i> Deletion of the following posts in 2001-02 -</p> <p style="margin-left: 40px;">5 Valuation Surveyor 1 Principal Valuation Officer 2 Senior Valuation Officer 9 Valuation Officer/ Valuation Officer Trainee 1 Senior Rent Officer 1 Rent Officer I 1 Supervisor of Typing Service 1 Typist 1 Bailiff’s Assistant</p> <p style="margin-left: 40px;">Corresponding reduction in spending on Acting Allowance.</p>	<p>Since removal of the Rating and Valuation Department to Cheung Sha Wan Government Offices in February 2000, the work among divisions has been reviewed and reshuffled. This has enhanced productivity.</p> <p>Staff use personal computers (PCs) for typing correspondence as far as practicable. They have received training from the Civil Service Training and Development Institute.</p> <p>We shall be able to accommodate all deletions of posts through deletion of vacant posts. No staff redundancy will arise.</p> <p>Where redeployment outside of department is involved, we have already obtained the agreement of the relevant Heads of Grades.</p>
<i>Subtotal</i>	<i>8.561</i>		
DE/OC	2.034	<ul style="list-style-type: none"> ● Reduce expenditure on consumables, equipment maintenance, etc., through wider use of information technology such as the use of the Internet. ● Serviceable peripherals of PCs such as monitors, RAM, sound cards, monitors, etc. will be reused upon replacement of new PCs. 	<p>The wider use of information technology will lead to more effective and efficient dissemination of information and hence reduce cost.</p>
<i>Subtotal</i>	<i>2.034</i>		

Category	Savings (\$m)	EPP Measures in 2001-02	Safeguards for Quality Service
Total	10.595		

- 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