

“Enhanced Productivity Programme: 2000-01” Booklet

Report on EPP savings -- Standing Commission on Civil Service Salaries and Conditions of Service

Total value of EPP Savings: **\$0.470m**, equivalent to **3.19%** of total Recurrent Baseline Expenditure in 2000-01 which is subject to EPP, made up of \$0.186m savings already achieved in 1999-2000 through advance implementation of EPP and \$0.284m additional savings in 2000-01.

Category	\$m	EPP Measures	Safeguards for Quality Service
PE/PRE	0.186	<ul style="list-style-type: none"> • Maximise the resource capability of Executive Officers I. Statistical duties formerly undertaken by a Statistical Officer II become duties of Executive Officers I in the Pay Survey and Research Unit (PSRU). <p><i>Savings :</i> Deletion of 1 Statistical Officer II post in 1999-2000.</p>	With regard to the control of quality of statistical analysis, the advancement of computer application has greatly assisted in data compilation and analysis. To ensure quality of performance, Executive Officers I performing the statistical duties will be computer literate and the accuracy of their computations closely monitored.
	0.284	<ul style="list-style-type: none"> • Re-arrange work procedures and duties of Assistant Clerical Officers & Clerical Assistants to absorb the duties undertaken by 2 Clerical Assistants in the Commission and the PSRU Secretariat. <p><i>Savings :</i> Deletion of 2 Clerical Assistant posts on 30.3.2000.</p>	<p>No major difficulty arising from this change is anticipated. However, workload among the 5 staff involved (i.e. 3 Assistant Clerical Officers and 2 Clerical Assistants) arising from the re-distribution will be closely monitored.</p> <p>Agreement has been obtained from the respective Heads of Grades for the deletion of the affected posts. No staff redundancy will arise.</p>
Total	0.470		

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