"Enhanced Productivity Programme: 2000-01" Booklet

Report on EPP Savings -- Government Supplies Department

Total value of EPP Savings: **\$1.698m**, equivalent to **1%** of total Recurrent Baseline Expenditure in 2000-01 which is subject to EPP, made up of \$1.526m savings already achieved in 1999-2000 through advance implementation of EPP and \$0.172m additional saving in 2000-01.

| Category | \$m | EPP Measures | Safeguards for Quality Service |
|--|-------|--|--|
| PE/PRE | 1.039 | Review and streamline existing work process. Savings: Deletion of the following posts- | For all the deletion of posts, no staff redundancy will arise. |
| | | 1 Supplies Assistant from the Accounts Section in September 1999 | Officer redeployed to outside department. |
| | | 1 Workman II from the System Administration Section in December 1999 | Officer will retire in December 1999. |
| | | 1 Supplies Officer and 1 Supplies Supervisor I from the Supplies Surveys and Stock Verification Division in April 1999 | Officers redeployed to outside departments. |
| requiring Division/Sec Heads to properly monitor t existing workflow and regul review and streamline t working procedures. T | | requiring Division/Section Heads to properly monitor their existing workflow and regularly review and streamline their working procedures. Thus overtime work is only approved | The savings are a productivity gain and there is no deterioration in the quality of service. |

| Category | \$m | EPP Measures | Safeguards for Quality Service | |
|----------|-------|---|--|--|
| | 1.539 | Reduce acting allowance by improving resources management and staff career development plan for the Supplies grade, which helps to shorten the acting period. | This is an improvement in the quality of service. | |
| DE/OC | 0.159 | Reduce contract maintenance for used quarters furniture which are considered to be beyond economical repair during regular cost review. | The savings are a productivity gain and there is no deterioration in the quality of service. | |
| Total | 1.698 | | | |

Note

| PE: PRE: | Personal Emoluments Personnel Related Expenses | | Staff salaries and allowances 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 |
| OC: | Other Charges | i.e. | furniture Significant expenditure peculiar to a particular department's operation |