

“Enhanced Productivity Programme: 2000-01” Booklet

Report on EPP savings -- Territory Development Department

Total value of EPP Savings: **\$2.205m**, 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	0.704	<ul style="list-style-type: none"> • Redistribute work. Two posts were previously created for supervision of minor works. As the minor works are mostly of ad hoc nature, it will be more cost effective for the existing Resident Site Staff employed by the consultants to absorb the supervision duties through enhanced productivity. <p style="margin-left: 40px;"><i>Savings:</i> Deletion of the following posts in 2000-01</p> <p style="margin-left: 40px;">1 Inspector of Works 1 Works Supervisor I</p>	<p>This redistribution of duties will not affect work efficiency nor incur additional resources. The Head of Grade (i.e. the Director of Highways) has been consulted and raised no objection.</p>
DE	0.600	<ul style="list-style-type: none"> • Reduce employment of temporary clerical staff. The work involved will be shared by permanent staff through reallocation of duties and enhanced productivity. 	
	0.300	<ul style="list-style-type: none"> • Streamline office procedures to optimise usage of office stationery and materials. 	

Category	\$m	EPP Measures	Safeguards for Quality Service
	0.300	<ul style="list-style-type: none"> Replace office furniture and equipment only when they are beyond economical repair. 	
	0.301	<ul style="list-style-type: none"> Reduce expenditure on IT facilities by engaging ad hoc maintenance service instead of entering into regular service contracts. By past experience, these facilities are quite reliable and rarely need maintenance if used carefully. 	
	<i>1.501</i>		
Total	2.205		

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