

Records Destruction Information of Home Affairs Department in 2023

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	202.67	<ul style="list-style-type: none"> • Administration • Accommodation and Facilities • Procurement and Supplies • Finance and Accounting • Human Resources • Management of Information, Information Services and Information Technology
Programme Records	530.65	<ul style="list-style-type: none"> • Building Management • Community Building • Community Halls / Centres • Coordination of Celebration • District Administration • Estate Beneficiaries Support Services • Licensing • Local Environmental Improvements • Rural Representative Elections • Social Enterprise • Special Project • Territory Planning and Development
Total	733.32	

For enquiries concerning the above destruction information, please approach Home Affairs Department at hadgen@had.gov.hk.