

## Records Destruction Information of Government Logistics Department in 2015

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	27.34	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Accommodation and Facilities</li> <li>• Finance and Accounting</li> <li>• Human Resources</li> <li>• Management of Information, Information Services and Information Technology</li> </ul>
Programme Records	69.47	<ul style="list-style-type: none"> <li>• Records relating to Tender Opening Work</li> <li>• Files relating to Procurement Matters</li> <li>• Files relating to Handling of Unallocated Store</li> <li>• Files relating to Handling and Disposal of Confiscated Goods</li> <li>• Files relating to Delivery of Government Stores</li> </ul>
<b>Total</b>	<b>96.81</b>	

*For enquiries concerning the above destruction information, please approach Government Logistics Department at [adsa@gld.gov.hk](mailto:adsa@gld.gov.hk).*