

Records Destruction Information of Home Affairs Department in 2015

| Records Type | Quantity of paper records approved for destruction (linear metre) | Contents / Subject Matters |
|------------------------|---|--|
| Administrative Records | 322.71 | <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 | 511.77 | <ul style="list-style-type: none"> • Community building • Community halls/centres • District administration • Licensing • Local environmental improvements • District views on planning and development projects • Estate beneficiaries support services • Village Representative Election |
| Total | 834.48 | |

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