

Records Destruction Information of Labour Department in 2015

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	196.05	<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	1,134.27	<ul style="list-style-type: none"> • Suggestions and enquiries made by government departments, members of the public and the media • Employment information, vacancy and recruitment • Youth Employment and Training Programme • Labour relations and employment claims • Employees' injury cases • Investigation and prosecution • Occupational injury
Total	1,330.32	

For enquiries concerning the above destruction information, please approach Labour Department at enquiry@labour.gov.hk.