

Records Destruction Information of Civil Service Bureau in 2016

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	35.28	<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	62.35	<ul style="list-style-type: none"> • Complaints Record • Examinations Matters • Human Resource Management of Civil Service • Training and Development Programmes
Total	97.63	

For enquiries concerning the above destruction information, please approach Civil Service Bureau at csbts@csb.gov.hk.