

**Records Destruction Information of  
Joint Secretariat for the Advisory Bodies on Civil Service and  
Judicial Salaries and Conditions of Service in 2016**

<b>Records Type</b>	<b>Quantity of paper records approved for destruction (linear metre)</b>	<b>Contents / Subject Matters</b>
Administrative Records	1.37	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Accommodation and Facilities</li> <li>• Procurement and Supplies</li> <li>• Finance and Accounting</li> <li>• Human Resources</li> <li>• Management of Information, Information Services and Information Technology</li> </ul>
Programme Records	1.24	<ul style="list-style-type: none"> <li>• Files Relating to Surveys on Matters Relating to the Pay and Conditions of Service of the Non-directorate Civil Service</li> </ul>
<b>Total</b>	<b>2.61</b>	

*For enquiries concerning the above destruction information, please approach Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service at [enquiry@jsscs.gov.hk](mailto:enquiry@jsscs.gov.hk).*