

Records Destruction Information of Labour Department in 2016

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	104.42	<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	1,476.58	<ul style="list-style-type: none"> • Employment Information, Vacancy and Recruitment • Employment Programmes Including Employment Programme for the Middle-aged, Work Trial Scheme and Youth Employment and Training Programme • Labour Relations and Employment Claims • Employees' Injury Cases • Occupational Safety and Health • Statutory Minimum Wage • Work Incentive Transport Subsidy Scheme • Employment Agencies
Total	1,581.00	

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