

Records Destruction Information of Lands Department in 2016

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	49.16	<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	50.34	<ul style="list-style-type: none"> • Files Relating to Land Control Cases • Files Relating to Lease Enforcement Action • Files Relating to Emergency Works Notice • Files Relating to Excavation Permits • Application for Temporary Occupation of Government Land • Files Relating to Complaints and Enquiries on Government Land Matters • Application for Hoisting Banners on Government Land • Records Relating to Routine Matters on Land Disposal • Contract Site Records Relating to Slope Maintenance • Files Relating to Personal Data Records Obtained from Land Registry
Total	99.50	

For enquiries concerning the above destruction information, please approach Lands Department at landsd@landsd.gov.hk.