

## Records Destruction Information of Information Services Department in 2017

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	11.77	<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	13.20	<ul style="list-style-type: none"> <li>• Files Relating to Placement of Government Advertisements</li> <li>• Information Services Department's Comments on Government Public Relations Issues</li> <li>• Files Relating to Sale of Government Publications</li> </ul>
<b>Total</b>	<b>24.97</b>	

*For enquiries concerning the above destruction information, please approach Information Services Department at [internet@isd.gov.hk](mailto:internet@isd.gov.hk).*