

**Records Destruction Information of
Leisure and Cultural Services Department in 2017**

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	809.07	<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	889.64	<ul style="list-style-type: none"> • Publicity Matters in General • Publicity Matters on Leisure Services • Publicity Matters on Cultural Services • Recreation and Sports • Horticulture and Amenities • Performing Arts (Cultural Services and Facilities) • Heritage and Museums (Management and Services) • Public Libraries (Management and Services) • Ticketing Office (Management and Services)
Total	1,698.71	

For enquiries concerning the above destruction information, please approach Leisure and Cultural Services Department at rdi@lcsd.gov.hk.