

Records Destruction Information of Information Services Department in 2018

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	16.35	<ul style="list-style-type: none"> • Procurement and Supplies • Finance and Accounting • Human Resources • Management of Information, Information Services and Information Technology
Programme Records	18.94	<ul style="list-style-type: none"> • International Promotion Activities Organised by Offices outside Hong Kong • Files Relating to Placement of Government Advertisements • Correspondence on Visit Programmes • Correspondence on Visitors • Information Services Department's Comments on Government Public Relations Issues
Total	35.29	

For enquiries concerning the above destruction information, please approach Information Services Department at internet@isd.gov.hk.