

Records Destruction Information of Lands Department in 2018

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	155.20	<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	242.49	<ul style="list-style-type: none"> • Files relating to planning and development • Files relating to lease enforcement action • Files relating to land control cases • Government Rent enquiries and land records from Land Registry • Files relating to Land Disposal-Application for Excavation Permits • Files relating to complaints on land administration and management from LegCo members • Files relating to complaints on land administration and management from the public direct • Files relating to Lands Disposal-Temporary Government Land Allocation (TGLA) • Files relating to Hong Kong Town Planning Board Meeting • Files relating to Application for Temporary Occupation of Government Land • Files relating to complaints and enquiries

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
		<ul style="list-style-type: none"> • Files relating to vegetation management (agriculture) • Files relating to public utilities, public works, beliefs, customs, rites and archaeology, squatter control and resettlements, transport, urban and New Territories services and amenities, etc. • Rates Exemption and Property Tax • Complaints and Enquiries on Government Land Matters • Building Plans which have been superseded • Files relating to Land Control – Miscellaneous • Files relating to Group B Exercise (2000) • Files relating to Fishermen Claims Registration Exercise • Title deeds relating to surrender of land • Records relating to Routine Matters on Land Disposal • Files relating to routine land matters • Records relating to Site Liaison Group • Records relating to Short Term Tenancy and Waiver • Photogrammetric and Aerial Survey Equipment • Supply of Photogrammetric Services • Reports and Returns • Contract site records relating to slope maintenance • Files relating to personal data records obtained through Owner's Properties Information Check service provided by the Land Registry
Total	397.69	

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