

Records Destruction Information of Marine Department in 2018

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	73.49	<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	200.53	<ul style="list-style-type: none"> • Files relating to Applications for Port Formalities Permits • Files relating to Certification and Licensing of Local Vessels • Records relating to Article Agreement • Case files and ship plans relating to Registered Ship • Files relating to Ship Safety, Security, Management and Survey Matters • Case Records relating to shipping registration matters • Files relating to applications for using ferry terminal services • Case files and ship plans relating to Local Vessels
Total	274.02	

For enquiries concerning the above destruction information, please approach Marine Department at mdenquiry@mardep.gov.hk.