

## Records Destruction Information of Treasury in 2018

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	28.85	<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	579.80	<ul style="list-style-type: none"> <li>• Accounting Forms and Records</li> <li>• Accounting and Application Systems Records</li> </ul>
<b>Total</b>	<b>608.65</b>	

*For enquiries concerning the above destruction information, please approach Treasury at [adsgf@try.gov.hk](mailto:adsgf@try.gov.hk).*