

## Records Destruction Information of Water Supplies Department in 2018

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	64.46	<ul style="list-style-type: none"> <li>• Human Resources</li> <li>• Finance and Accounting</li> <li>• Procurement and Supplies</li> <li>• Management of Information, Information Services and Information Technology</li> </ul>
Programme Records	51.67	<ul style="list-style-type: none"> <li>• Files relating to Waterworks Maintenance Contracts</li> <li>• Files relating to Permission Letters for Holding Activities in Reservoirs Area</li> </ul>
<b>Total</b>	<b>116.13</b>	

*For enquiries concerning the above destruction information, please approach Water Supplies Department at [wsdinfo@wsd.gov.hk](mailto:wsdinfo@wsd.gov.hk).*