

## Records Destruction Information of Civil Aviation Department in 2019

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	2.40	<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	14.15	<ul style="list-style-type: none"> <li>• Old Records (1971 – 1997) relating to Retired Aircraft</li> <li>• Old Records (1974 – 1997) relating to Implementation of Airworthiness Procedures</li> <li>• Old Records (1977 – 1997) relating to Organisations Approved for Aviation Maintenance Operation</li> </ul>
<b>Total</b>	<b>16.55</b>	

*For enquiries concerning the above destruction information, please approach Civil Aviation Department at [enquiry@cad.gov.hk](mailto:enquiry@cad.gov.hk).*