

## Records Destruction Information of Housing Department in 2019

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	283.47	<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	1 764.10	<ul style="list-style-type: none"> <li>• Files relating to Management of Public Housing Estates</li> <li>• Files relating to Daily Estate Maintenance</li> <li>• Files relating to Public Housing Construction Projects</li> <li>• Files relating to Subsidised Sales Flat</li> <li>• Files relating to Home Ownership Scheme</li> <li>• Files relating to Applications for Public Rental Housing</li> <li>• Files relating to Construction Law, Prosecution and Miscellaneous Matters</li> <li>• Files relating to the Business of the Independent Checking Unit</li> <li>• Files relating to the Business of Sales of First-hand Residential Properties Authority</li> </ul>
<b>Total</b>	<b>2 047.57</b>	

*For enquiries concerning the above destruction information, please approach Housing Department at [hkha@housingauthority.gov.hk](mailto:hkha@housingauthority.gov.hk).*