Records Destruction Information of Architectural Services Department in 2020

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	181.26	- Administration - Accommodation and Facilities - Procurement and Supplies - Finance and Accounting - Human Resources - Management of Information, Information Services and Information Technology
Programme Records	155.3	- Records relating to Departmental Core Services - Files relating to Computer Printout - Finalized Contract Documents and Drawings
Total	**336.56**	

For enquiries concerning the above destruction information, please approach Architectural Services Department at archsd@archsd.gov.hk.