

## Records Destruction Information of Civil Aid Service in 2020

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	1.08	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Human Resources</li> </ul>
Programme Records	0.36	<ul style="list-style-type: none"> <li>• Operations</li> <li>• Services</li> </ul>
<b>Total</b>	<b>1.44</b>	

*For enquiries concerning the above destruction information, please approach Civil Aid Service at [caseng@cas.gov.hk](mailto:caseng@cas.gov.hk).*