

Records Destruction Information of Home Affairs Department in 2020

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	76.87	<ul style="list-style-type: none"> • Administration • Accommodation and Facilities • Procurement and Supplies • Finance and Accounting • Human Resources • Management of Information, Information Services and Information Technology
Programme Records	216.07	<ul style="list-style-type: none"> • Building Management • Community Building • Community Halls/Centres • District Administration • Estate Beneficiaries Support Services • Licencing • Local Environmental Improvements • Social Enterprises • Territory Planning and Development
Total	292.94	

For enquiries concerning the above destruction information, please approach Home Affairs Department at hadgen@had.gov.hk.