## **Records Destruction Information of Immigration Department in 2020**

| Records Type              | Quantity of paper records approved for destruction (linear metre) | Contents / Subject Matters  |
|---------------------------|---|---|
| Administrative<br>Records | 526.10  | <ul> <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<br/>Services and Information Technology</li> </ul> |
| Programme<br>Records      | 6 811.21  | <ul> <li>Immigration Clearance</li> <li>Application, Registration and Related Services</li> <li>Enforcement and Removal</li> <li>Enquiry, Complaint and Suggestion</li> <li>Paper records stored in digitised format</li> </ul>                             |
| Total                     | 7 337.30  |   |

For enquiries concerning the above destruction information, please approach Immigration Department at <a href="mailto:rm@immd.gov.hk">rm@immd.gov.hk</a>.