

Records Destruction Information of Marine Department in 2020

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	68.72	<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	200.42	<p>Files relating to:</p> <ul style="list-style-type: none"> • Applications for Using Ferry Terminal Services • Ferry Terminals Operation and Management • Marine District Matters • Applications for Port Formalities Permits • Certification and Licensing of Local Vessels • Administrative Arrangement • Typhoon case files • Application for Miscellaneous Permits • Mooring Buoys • Prosecution cases • Ship Safety, Security, Management and Survey Matters • Case files and Ship Plans Relating to Registered Ship • Case records relating to Shipping Registration matters • Article Agreement • Accidents • Shipping Related Committees and Organizations

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
		<ul style="list-style-type: none"> • Ports management matters
Total	269.14	

For enquiries concerning the above destruction information, please approach Marine Department at mdenquiry@mardep.gov.hk.