

Records Destruction Information of Water Supplies Department in 2020

| Records Type | Quantity of paper records approved for destruction (linear metre) | Contents / Subject Matters |
|------------------------|---|--|
| Administrative Records | 42.78 | <ul style="list-style-type: none"> • Administration • Finance and Accounting • Human Resources |
| Programme Records | 291.35 | <ul style="list-style-type: none"> • Records of Customer Accounts-related Enquiries and Applications • Records relating to Applications for Water Supply • Records relating to Waterworks Installation / Maintenance • Records relating to Works Contract Administration |
| Total | 334.13 | |

For enquiries concerning the above destruction information, please approach Water Supplies Department at wsdinfo@wsd.gov.hk.