

Records Destruction Information of Home Affairs Department in 2021

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	314.48	<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	440.50	<ul style="list-style-type: none"> • Building Management • Community Building • Community Halls/Centres • Coordination of Celebration • District Administration • Licencing • Local Environmental Improvements • Rural Representative Elections • Territory Planning and Development
Total	754.97	

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