

## Records Destruction Information of Drainage Services Department in 2022

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	69.48	<ul style="list-style-type: none"> <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 Services and Information Technology</li> </ul>
Programme Records	22.69	<ul style="list-style-type: none"> <li>• Records relating to Planning, Involving Projects at Planning Stage, Studies, Consultancies Contracting and Other Associated Issues</li> <li>• Records relating to Plants Operation and Maintenance</li> <li>• Records relating to District Management</li> </ul>
<b>Total</b>	<b>92.17</b>	

*For enquiries concerning the above destruction information, please approach Drainage Services Department at [enquiry@dsd.gov.hk](mailto:enquiry@dsd.gov.hk).*