

## Records Destruction Information of Inland Revenue Department in 2022

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	366.78	<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	11 847.26	<ul style="list-style-type: none"> <li>• Profits Tax Matters</li> <li>• Individuals Tax</li> <li>• Field Audit and Investigation</li> <li>• Charitable Donations Section</li> <li>• Computer Section</li> <li>• Document Processing Centre</li> <li>• Enquiry Service Centre</li> <li>• Property Tax Section</li> <li>• Objection and Appeals</li> <li>• Business Registration Office</li> <li>• Enforcement Section</li> <li>• Collection Management Section</li> <li>• Stamp Office</li> <li>• Inspection Section</li> </ul>
<b>Total</b>	<b>12 214.04</b>	

*For enquiries concerning the above destruction information, please approach Inland Revenue Department at [taxinfo@ird.gov.hk](mailto:taxinfo@ird.gov.hk).*