

## Records Destruction Information of Customs and Excise Department in 2023

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	13.73	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Accommodation and Facilities</li> <li>• Finance and Accounting</li> <li>• Human Resources</li> <li>• Management of Information, Information Services and Information Technology</li> </ul>
Programme Records	725.77	<ul style="list-style-type: none"> <li>• Cargo Clearance</li> <li>• Passenger Clearance</li> <li>• Trade Controls</li> <li>• Information / Intelligence</li> <li>• Investigation</li> <li>• Prosecution</li> </ul>
<b>Total</b>	<b>739.49*</b>	

*\*There is a slight discrepancy between the sum of individual items and the total due to rounding of figures.*

*For enquiries concerning the above destruction information, please approach Customs and Excise Department at [customsenquiry@customs.gov.hk](mailto:customsenquiry@customs.gov.hk).*