

## Records Destruction Information of Correctional Services Department in 2023

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	86.09	<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	394.11	<ul style="list-style-type: none"> <li>• Prison Management</li> </ul>
<b>Total</b>	<b>480.20</b>	

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