

## Records Destruction Information of Education Bureau in 2023

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	325.92	<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	347.97	<ul style="list-style-type: none"> <li>• Subjects and Curriculum</li> <li>• Teachers</li> <li>• Schools</li> <li>• Education-related Programme, Activities and Support</li> <li>• General Correspondence</li> </ul>
<b>Total</b>	<b>673.90*</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 Education Bureau at [edbinfo@edb.gov.hk](mailto:edbinfo@edb.gov.hk).*