

## Records Destruction Information of Marine Department in 2023

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	215.22	<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	113.71	<ul style="list-style-type: none"> <li>• Marine infrastructure planning</li> <li>• Marine traffic control</li> <li>• Vessel Traffic Centre</li> <li>• Applications for Using Ferry Terminal Services</li> <li>• Harbour Patrol Matters</li> <li>• Maritime Activities, Control and Management</li> <li>• Certification and Licensing of Local Vessels</li> <li>• Application for Miscellaneous Permits</li> <li>• Applications for Port Formalities Permits</li> <li>• Marine Districts Matters</li> <li>• Prosecution case</li> <li>• Port Information Matters (Statistics Section)</li> <li>• Launch Log Book</li> <li>• Planning and development matters on government dockyards</li> <li>• Shipping Related Committees and Organizations</li> </ul>
<b>Total</b>	<b>328.93</b>	

*For enquiries concerning the above destruction information, please approach Marine Department at [mdenquiry@mardep.gov.hk](mailto:mdenquiry@mardep.gov.hk).*