

Records Destruction Information of Social Welfare Department in 2023

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	162.55	<ul style="list-style-type: none"> • Administration • Accommodation and Facilities • Procurement and Supplies • Finance and Accounting • Human Resources • Management of Information, Information Services and Information Technology
Programme Records	1 324.98	<ul style="list-style-type: none"> • Family and Child Welfare • Social Security • Services for The Elderly • Rehabilitation and Medical Social Services • Services for Offenders • Youth Services • Non-Governmental Organisations Matters • Clinical Psychological Services
Total	1 487.53	

For enquiries concerning the above destruction information, please approach Social Welfare Department at ceoa2@swd.gov.hk.