

## Records Destruction Information of Trade and Industry Department in 2023

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	14.15	<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	1 040.25	<ul style="list-style-type: none"> <li>• Records relating to Cargo Manifest</li> <li>• Applications for Small and Medium Enterprises (SME) Export Marketing Fund Scheme</li> <li>• Files relating to the Compulsory Quarantine of Certain Persons Arriving at Hong Kong Regulation (Cap. 599C)</li> <li>• Records relating to Hong Kong Service Supplier (HKSS) Certification</li> <li>• Consignment Check Reports on Strategic Commodities</li> <li>• Records relating to Import/Export License Application (Strategic Commodities)</li> <li>• Files relating to Pre-classification for Strategic Commodities</li> <li>• Records relating to Powdered Formula Licensing (PFL)</li> <li>• Files relating to Computerized Systems on Textiles Control</li> <li>• Files relating to Press Related Matters on Textiles Control</li> </ul>

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
		<ul style="list-style-type: none"> <li>• Files relating to Textiles Control System</li> <li>• Files relating to Consignment Check</li> <li>• Files relating to Notice to Exporters</li> <li>• Records relating to Textiles Trader Registration Scheme</li> </ul>
<b>Total</b>	<b>1 054.40</b>	

*For enquiries concerning the above destruction information, please approach Trade and Industry Department at [enquiry@tid.gov.hk](mailto:enquiry@tid.gov.hk).*