

## Records Destruction Information of Marine Department in 2024

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	101.24	<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	99.04	<ul style="list-style-type: none"> <li>• Maritime Activities, Control and Management</li> <li>• Marine traffic control</li> <li>• Vessel Traffic Centre</li> <li>• Removal and Carriage Permits</li> <li>• Shipboard Inspection</li> <li>• Information System Statistics</li> <li>• Ferry Terminals Operation and Management</li> <li>• Harbour Patrol Matters</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>• Ship Plans relating to Registered Ship</li> <li>• Port State Control Inspection Matters</li> <li>• Ship Safety, Security, Management and Survey Matters</li> <li>• Shipping Registration and Related Matters</li> </ul>
<b>Total</b>	<b>200.28</b>	

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