

Records Destruction Information of Buildings Department in 2025

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	36.84	<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	1 361.23	<ul style="list-style-type: none"> • Building issue of demolished and existing buildings • Loan applications under the Building Safety Loan Scheme • Civil legal proceedings • Mandatory Building Inspection Scheme (MBIS) / Mandatory Window Inspection Scheme (MWIS) • Dangerous Hillside • Submissions for Minor Works Carried Out under the simplified requirements • Demolished buildings • Plans and Calculations • Testing and Inspection Reports of Building Projects • Construction Site monitoring
Total	1 398.07	

For enquiries concerning the above destruction information, please approach Buildings Department at enquiry@bd.gov.hk.