

**Records Destruction Information of
Correctional Services Department in 2025**

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	210.92	<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	292.81	<ul style="list-style-type: none"> • Prison Management
Total	503.73	

For enquiries concerning the above destruction information, please approach Correctional Services Department at email@csd.gov.hk.