

## Records Destruction Information of Financial Services and the Treasury Bureau in 2025

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	40.64	<ul style="list-style-type: none"> <li>• Administration</li> <li>• Finance and Accounting</li> <li>• Human Resources</li> </ul>
Programme Records	10.68	<ul style="list-style-type: none"> <li>• Files relating to Estimates Submissions from Bureaux and Departments</li> <li>• Files relating to the management of government asset, debt and loan</li> <li>• Files relating to financial appraisal and consultancy</li> <li>• Files relating to management of and use and provisions of resources for funds</li> <li>• Files relating to civil service, establishment matters and Pension</li> <li>• Files relating to government claims and compensation</li> <li>• Files relating to Director of Audit's Report</li> <li>• Files relating to fees and charges</li> <li>• Files relating to the exercising of housekeeping responsibility for departments under the Treasury Branch's purview</li> <li>• Files relating to Budget Exercise</li> <li>• Files relating to Conference, Seminar and Visit relating to the Specific Work of the Treasury Branch (Branch Management Unit)</li> </ul>
<b>Total</b>	<b>51.32</b>	

*For enquiries concerning the above destruction information, please approach Financial Services and the Treasury Bureau at [enq@fstb.gov.hk](mailto:enq@fstb.gov.hk) (Financial Services Branch) or [info@fstb.gov.hk](mailto:info@fstb.gov.hk) (the Treasury Branch).*