

Records Destruction Information of Government Logistics Department in 2025

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	150.95	<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	394.23	<ul style="list-style-type: none"> • Records Relating to Recruitment Exercise(s) • Records Relating to Printing Jobs • Records Relating to Printing Services and Policies • Records Relating to Tender and Contract Document • Records Relating to Suppliers' Registration and Information • Records Relating to Quarters Furniture • Records Relating to Unallocated Stores • Records Relating to Delivery of Government Stores • Records Relating to Auction • Records Relating to Disposal of Surplus Stores
Total	545.17*	

**There is a slight discrepancy between the sum of individual items and the total due to rounding of figures.*

For enquiries concerning the above destruction information, please approach Government Logistics Department at adsa@gld.gov.hk.