

Records Destruction Information of Information Services Department in 2025

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Administrative Records	9.21	<ul style="list-style-type: none"> • Administration • Procurement and Supplies • Finance and Accounting • Human Resources • Management of Information, Information Services and Information Technology
Programme Records	3.68	<ul style="list-style-type: none"> • Placement of Government Advertisements • Overseas and Mainland Visitors to Hong Kong • Weekly Senior Officials Meeting • Conferences, Seminars, Talks and Public Relations Activities • Expenses of Visitors • Sponsored Visitors Programme
Total	12.89	

For enquiries concerning the above destruction information, please approach Information Services Department at internet@isd.gov.hk.