

**Records Destruction Information of
University Grants Committee Secretariat in 2025**

Records Type	Quantity of paper records approved for destruction (linear metre)	Contents / Subject Matters
Programme Records	75.37	<ul style="list-style-type: none"> • Files relating to publications and correspondences from institutions • Files relating to membership and public relations of University Grants Committee (UGC) • Records relating to administration of UGC • Files relating to Research Grants • Files relating to Policy Section • Files relating to capital works & projects • Files relating to general capital works matters • Project files of Alterations, Additions, Repairs & Improvements (AA&I) Programme • Records relating to public relations of UGC-funded Universities and international engagement with Chinese Mainland and overseas
Total	75.37	

For enquiries concerning the above destruction information, please approach University Grants Committee Secretariat at ugc@ugc.edu.hk.