

Records approved for destruction by the Government Records Service

(a) Programme records

Category	Years covered by the records	Number of records	Years in which the records were appraised for destruction by GRS	Years in which the records were destroyed
Press cuttings and general miscellaneous matters of an Executive Council Member	1991-1996	12	2003	2003
Records related to the Urban Council (records of recreational activities, general administration, etc.)	1967-1984	8	2003	2003

(b) Administrative records

Category	Years covered by the records	Number of records	Years in which the records were appraised for destruction by GRS	Years in which the records were destroyed
Administrative and personnel records	1971-1995	16	2004	2004
Administrative and personnel records	1983-2001	36	2008	2008
Information on applicants for departmental posts	1997-2009	3	2010	2010
Personal case records of ex-serving / retired staff	1958-2008	63	2010	2010
Documents on office accounts and expenditure	1999-2009	152	2011	2011