

# Service arrangements of Public Records Office of Government Records Service

In view of the latest epidemic situation and extension of special work arrangements for government employees, the Government Records Service (GRS) announced today (January 20) that the Search Room of the Public Records Office (PRO) will continue to open only on Wednesdays (until further notice) from 9am to 5.45pm to provide services for members of the public who have made reservations for holdings through the online catalogue. The quota is seven users, which will be allocated on a first-come, first-served basis. Services will be limited to:

1. Loan and circulation service for reserved holdings; and
2. Self-service reproduction of holdings.

The above services will be suspended for those who have not made an online reservation for holdings. Members of the public are required to wear masks at all times when they are inside the Hong Kong Public Records Building, and follow the infection control measures implemented by the GRS, including temperature checks upon entering the building and applying hand sanitiser.

The PRO has recently launched free-of-charge online group visits enabling members of the public to know more about the PRO's holdings and services, while appreciating the thematic exhibitions and visual materials at their fingertips. For details, please visit [www.grs.gov.hk/pdf/Group\\_visit\\_en.pdf](http://www.grs.gov.hk/pdf/Group_visit_en.pdf).

Meanwhile, the Exhibition Hall in the Hong Kong Public Records Building will be temporarily closed. Onsite visits and public education programmes will continue to be suspended until further notice.

For latest updates, please visit the GRS website ([www.grs.gov.hk](http://www.grs.gov.hk)) or the PRO Facebook page ([www.facebook.com/grs.publicrecordsoffice](https://www.facebook.com/grs.publicrecordsoffice)). For enquiries, please email [proinfo@grs.gov.hk](mailto:proinfo@grs.gov.hk).