

Summary of Minutes of the Board Meeting of Hong Kong Internet Registration Corporation Limited and Hong Kong Domain Name Registration Company Limited held on Tuesday, 19 March 2019

Present: Mr. Simon CHAN Sai Ming (Chairman), Prof Erwin HUANG, Mr. Leo KAN Kin Leung, Prof. Francis CHIN Yuk Lun, Mr. Gabriel PANG Tsz Kit, Mr. Lento YIP Yuk Fai, Dr. Wendy LEE Woon Ming

1. Confirmation of Meeting Minutes:

The Board confirmed the minutes of

- i. Board meeting held on 8 January 2019
- ii. CAP meeting held on 15 January 2019
- iii. Audit Committee meeting held on 7 March 2019

2. To approve the high level plan, company KPIs, and the budget 2019:

- i. The Board agreed in principle the high level plan and the budget 2019. Further detailed proposals on the high level plan would be tabled for discussion in future Board meeting.
- ii. The Board approved the high level company KPI 2019 with main directions focus on Business, Operations and Special Project.

3. Internal operations issues:

- i. The Board reviewed and approved the top 10 risks 2019.
- ii. The Board endorsed the Strategic Plan 2019-2021.
- iii. Mr. Leo Kan accepted the invitation to sit on the evaluation panel for the RFP for customer hotline 2019-22.
- iv. The Board approved the proposed way forward on development of database zone firewall and agreed to discuss again next year.
- v. The Board approved the change of HKIRC-HKDNR Finance and Accounting Policies, Guidelines and Procedures mainly to compile the HKICPA's new standard HKFRS15.

4. 2019 AGM matters:

- i. The Board noted the comment from CAP members and approved the revised guideline of HKIRC membership class.
- ii. The Board approved the 2018 Directors' and Auditors' Report, 2018 HKIRC Annual Report and Notice of 2019 AGM.
- iii. The Board approved the proposed venue for the 2019 Annual General Meeting.
- iv. The Board noted and endorsed the list of members not subject to expulsion due to domain re-activation.

5. Special Projects:

- i. The Board noted the status update and plan of i.hk projects.
- ii. The Board approved the plan and budget of providing technical assistance on .hk websites for SMEs.

6. Corporate Governance Review:

- i. The Board provided comment on the proposed Policies and Procedures over the appointment and retirement of CAP members. This will be discussed again in future meeting.
- ii. The Board approved the new CAP member list for 2019 – 2020.
- iii. The Board provided comment on the proposed Board Charter. This will be discussed again in future meeting.
- iv. The Board asked Management to clarify some areas on the Declaration of Interest document.

7. Report to the Office of the Government Chief Information Officer (“OGCIO”):

- i. The Board approved the annual report to OGCI O.
- ii. The Board noted the Quarterly Report to OGCI O for the Period of Oct to Dec 2018

8. Monthly Performance Reports:

The Board noted the Finance and Statistics Report, Business Development and Marketing Report and the Technology Report.

9. A.O.B:

There being no other business.