

## **Summary of Minutes of the Board Meeting of Hong Kong Internet Registration Corporation Limited and Hong Kong Domain Name Registration Company Limited held on Wednesday 27 December 2017**

Present: Mr Simon CHAN Sai Ming (Chairman), Prof. CHIN Yuk Lun, Francis, Mr Stephen HO Wai Chung, Mr Leo KAN Kin Leung, Miss Ping WONG and Mr Lento YIP Yuk Fai

1. Report on the progress of Web Accessibility Scheme 2018: The Board noted that OGCIO had agreed to be the co-organizer and Equal Opportunities Commission would be the independent advisor of the Scheme. The scheme was kicked off already and expected to be completed in June/July 2018.
2. Presentation on HKIRC's existing IT infrastructure system with proposed ways forward: The Board noted the existing IT team structure, IT strategic objectives, SWOT analysis for mid-term projects and challenges ahead and the road toward the long term objectives. The Board asked Management to present the IT strategies of the company in the coming 3 years with schedule at the next Board meeting.
3. Report on the progress on the rollout of DNSSEC: The Board noted the progress update report on the rollout of DNSSEC. The Board requested Management to liaise with OGCIO again to discuss on the rollout date and update the Board at the next Board meeting.
4. Report on the progress of the Corporate Governance Review: The Board noted that the first draft report was received from PwC. Management had some comments on it and was liaising with PwC for the details. The final report should be ready in Jan and will be submitted to the Board at next Board meeting in January 2018.
5. To approve the Budget for 2018: The Board noted that the budget for 2018 will focus on the business sustainability of the Company, especially on the succession planning, IT strategies as well as exploring new business opportunities from different sectors. Management were being requested to improve the P/L in the budget for 2018 and submit a revised version at next Board meeting.
6. Follow up progress of the recommendation in R/R review: The Board noted the proposal on registrar program revamp and HKDNR service partner program revamp. The Board approved the proposal in principle subject to the additional information regarding the sensitivity analysis of the new pricing scheme.
7. To endorse 2016 Internal Audit Report from Grant Thornton: The Board endorsed the 2016 internal audit report from Grant Thornton.

8. To approve the recommendation on selected vendor to conduct year-end audits for 2018: The Board endorsed the recommendation to re-appoint KPMG as the year-end auditor for 2018 at a cost of \$257,200, subject to members' approval at the 2018 AGM.
9. Report and endorse the process to maintain a clean register of HKIRC member: The Board noted the process to maintain a clean register of HKIRC member. The membership vetting for the cleaning exercise was completed and a list of member expulsion would be resolved at next Board meeting in Jan 2018. The Board also approved the extra budget of temporary staff and business status checking to conduct the vetting exercise.
10. To approve the extra temporary staff budget due to staff injury: The Board noted that a staff in Operations team was injured and not able to work for a period of time since Sep 2017. In order not to affect the daily operations of the Company, the Board approved the budget for hiring a temporary staff to take up the duty of this injury staff.
11. To approve the proposal to handle the MIIT issue: The Board noted the impact to the number of new domain names registrations in China after the launch of the new Internet Domain Name Administration Policy in 2017. The Board in principle approved the proposal to the recommendation from Management to appoint a strategic partner to perform the .hk registry function in China. Management are also requested to explore the feasibility of setting up a self owned company in China. The Board also requested Management to liaise with MIIT again to see if it is possible to apply for exemption from this new policy.
12. To invite a director to join the evaluation panel for the billing system project: The Board agreed to invite Mr Gabriel Pang to join the evaluation panel for the billing system project. The Board also requested Management to review and verify the costing of this new billing system.
13. Monthly report: The Board reviewed Finance and Statistics Report, Business Development Report, Marketing Report, Technology Report and the Organization Chart of the Company