

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, 26 September 2017

Present: Mr Simon CHAN Sai Ming (Chairman), Prof. CHIN Yuk Lun, Francis, Mr Stephen HO Wai Chung, Mr Erwin HUANG, 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 the progress of Web Accessibility Recognition Scheme. The Board approved the budget for running the first 3-years cycle of Web Accessibility Scheme and would also review the effectiveness of the scheme later.
2. Report from Digital Inclusion Task Force: The Board noted the report from Digital Inclusion Task Force. The Board agreed that the details regarding the setting up of the Foundation, operations of the foundation in terms of organization structure, business strategy, taxation and compliance issues etc needed to be further discussed. The Task Force would follow up on the details and report to the Board in due course.
3. Report on the analysis of staff turnover: The Board noted the report on the analysis of staff turnover.
4. Report on the rollout of DNSSEC: The Board noted the progress update report on the rollout of DNSSEC. The Board requested Management to prepare a report regarding the potential risks on the rollout and proposed remedial actions at next Board meeting.
5. Progress of governance review by PwC: The Board noted the progress of the review. Management would liaise with PwC and asked them to provide comments as soon as possible.
6. Report the action plan with recommendations regarding the R/R review: The Board discussed and adopted the recommendations from Management. Management would prepare a presentation paper and report it to CAP members in the coming CAP meeting on 30 Oct 2017.
7. Revised Finance and Accounting Policies, Guidelines and Procedures: The Board noted the changes and approved the revised Finance and Accounting Policies, Guidelines and Procedures.
8. Employee's Handbook: The Board noted that Management would collect more references from other similar organization before further propose changes to the Board.

9. New CAP member list for the year 2017-2019: The Board noted the new CAP member list for the year 2017-2019.
10. Report to OGCIO for the period of April to June 2017: The Board noted the report to OGCIO for the period of April to June 2017.
11. Monthly report: The Board reviewed Finance and Statistics Report, Business Development Report, Marketing Report, Technology Report and the Organization Chart of the Company