

Summary of Minutes of the Executive Committee of the Hong Kong Internet Registration Corporation Limited held on Thursday, 25 Feb 2010

1. New Memorandum of Understanding : The latest version of the Memorandum of Understanding and the Designation Agreement was tabled. The Chairman will sign them when OGCIO has finalised them.
2. Progress update on the RFP for the second site : The Committee noted the progress report on the RFP for the second site. Six vendors have submitted Expression of Interest (EOI).
3. Progress Update on Internal Audit : Management will identify high risk areas of the Companies operations. The CEO will submit a 3-year audit plan to the next meeting.
4. Progress update on Registry/Registrar (R/R) Model: OGCIO has reservations on HKDNR being the only registrar handling .gov.hk applications as they expect more registrars will lead to lower prices. Management will meet JUCC to discuss the handling .edu.hk .
5. Progress update on ‘.香港’: The Committee noted the progress report.
6. Report on 2010 Marketing Budget: The Committee reviewed the 2010 Marketing budget and asked Management to submit a more detailed breakdown on three projects.
7. Publication of policies as required by MOU clause 3.1(d): The majority of the policies are already on the HKIRC website. The CEO will put the complaints handling process and the summary of findings of the customer satisfaction survey on the website.
8. Policies on openness, transparency and disclosure of information as required by MOU: Members commented. The CEO will revise the policies for review before the next meeting.
9. Update on regional IGF meeting in Hong Kong in June 2010: HKIRC has been tasked with organizing the session “Managing Critical Internet Resources”. The Company has proposed a program rundown as well as speakers.
10. Update on ICAC invitation to HKIRC to become a Public Body under the Prevention of Bribery Ordinance: The Chairman has written to the ICAC Commissioner asking him to clarify some points and he is awaiting their reply.
11. Proposal to revamp the HKIRC website: The CEO will provide more screens for review by Board members. The new process flow for bundling is being developed. Management will provide new screen designs after the process flows are in good shape.
12. Proposal to broaden the membership base of Supply Class: The CEO has sent personal invitation emails to potential members but the result was disappointing. The CEO will send a second invitation email soon and follow up calls will be made to them as well.
13. Approval of the 2010 Budget: The Committee approved the 2010 Budget with a forecast revenue increase of 7%. The Chairman said that the budget is to be used as the performance measurement of the Company.
14. Proposal to set up a secondary Domain Name Server for .hk in China: The Committee decided not to set up a secondary DNS for .hk in China in order to avoid politically sensitive websites being blocked.
15. Comment on the cover design of the 2009 Annual Report: The Committee discussed three proposed cover designs and opted for design A with some modifications.
16. Monthly financial update: Income is 1% above the budget and expenditure 11% below budget. The surplus is 23% better than budget.