

**Declaration of Interests by Directors of
The Hong Kong Internet Registration Corporation Limited (HKIRC)**

Guidance Notes

1. The HKIRC requires all Directors to declare, on first appointment and as and when necessary thereafter, any interests that are or may be relevant and material to the business and operations of the Corporation.
2. All Directors are required to complete the **Declaration of Interests Form** on first appointment and return it to the Chief Executive Officer [Company Secretary] within 15 days of their appointment or, for existing Directors, by 21 May 2004. If any Director has doubts about the relevance of a particular interest, he/she may consult the Chairman of the Board.
3. If a conflict of interest is declared or established at a Board meeting, the Chairman shall decide whether the Director concerned should take part in the meeting or in the discussion of the agenda item concerned.
4. A relevant and material interest of the Director's spouse, if any, should also be declared as if it were the interest of the Director concerned.
5. It is the Director's responsibility to update the Corporation of any changes in the interest(s) declared by him/her or any new interests that may arise.
6. The interests declared by Directors at a Board meeting will be formally recorded in the Board minutes.
7. A Register of Directors' Interests will be kept by the Corporation and will be accessible by the Board of Directors.

Hong Kong Internet Registration Corporation Limited
18 May 2004