

Business Area Report

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Business Area Manager

Business Area

- Our activities:
 - Finance & Administration
 - Human Resource Management
 - Operational Planning
 - Commercial & Risk Management

Finance & Administration

- Completed in 2009:
 - Analysis and support to develop new Member Fee schedule
 - 2010 budget submission
 - Audit of 2009 financial accounts
 - Transfer policy implementation
 - Maintain focus on strong financial control
 - Ongoing monthly financial and management reporting
 - ISIF Administration – Round 2

Human Resource Management

- Completed in 2009:
 - Performance Management
 - Further development of “Continuous Improvement” as a formal program within APNIC
 - Strong link between performance and remuneration
 - Training and Development
 - RIR Staff Exchange Program
 - All Trainers and Hostmasters to complete formal certification in Training
 - Recruitment and Retention
 - Increased use of students as short term resources
 - Internship program to commence April 2010 with a student from Africa

Human Resource Management

- Policies and Procedures
 - Complete legal review to comply with new Federal legislation
 - Comprehensive Management Guidelines for effective monitoring and coaching
- Workplace Health and Safety
 - Focus on staff health and wellbeing, with invitation to other RIRs and organizations to participate in Global Corporate Challenge (10,000 steps per day walking challenge)
 - Other health options including yoga/pilates/massage (on-site, pay per service)
 - Manage staff leave to ensure healthy work/life balance

Operational Planning

- The process established during 2009:
 - Establish Planning Team
 - Set expectations
 - Survey environment and stakeholders
 - Identify underlying internal and external issues
 - Agree and prioritize key objectives
 - Align activities with objectives
 - Develop and communicate action plan
 - Measure against targets
 - Continually refine and develop planning process

Commercial and Risk Management

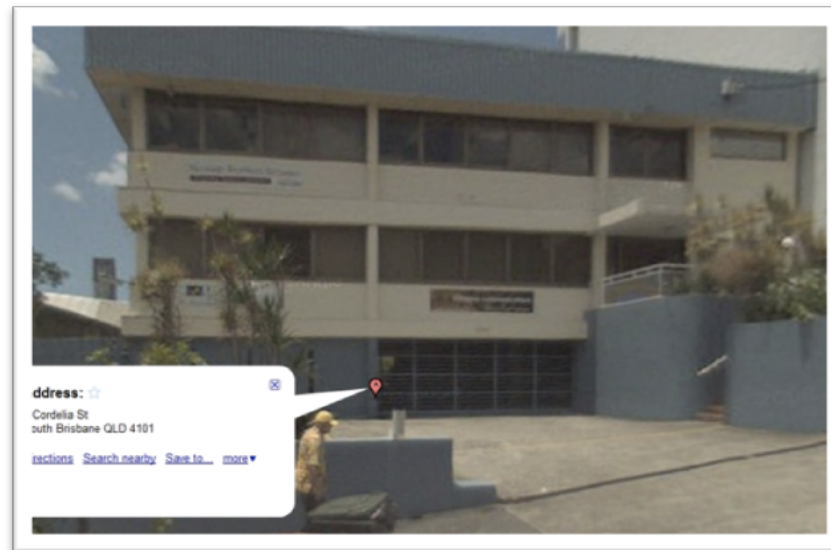
- Completed during 2009:
 - Business Continuity Planning
 - Developed BCP manuals and processes
 - Incorporate physical and technical disaster recovery procedures
 - Engage Technical and Facility recovery teams
 - Undertake ongoing scenario testing
 - Complete reviews of Corporate Insurance policies
 - EC approval of new Audit rotation policy

Priorities for 2010

- Implementation of the 2010 fee schedule
- Transfer Policy implementation
- System development
 - Identify suitable ERP solution for APNIC's future needs
- Rollout and audit of BCP
- Comprehensive HR strategy
- EcoBiz accreditation

Priorities for 2010

- Acquisition of new building for APNIC
 - Purchase and due diligence
 - Redesign and fit out
 - Relocation from existing premises
 - Sublease existing premises



APNIC 29

Kuala Lumpur 1 - 5 March 2010

Thank You

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