



**AGREED-UPON PROCEDURES REPORT ON DOTASIA ORGANISATION BOARD  
ELECTIONS IN 2022**

**TO DOTASIA ORGANISATION LIMITED**

**Purpose of this Agreed-Up On Procedures Report and Restriction on Use and Distribution**

Our report is solely for the purpose of assisting DotAsia Organisation Limited in monitoring the voting procedures and results and may not be suitable for another purpose. This report is intended solely for Election Committee members, DotAsia Board and DotAsia Members, and should not be used by, or distributed to, any other parties.

**Responsibilities of the Engaging Party**

DotAsia Organisation Limited has acknowledged that the agreed-upon procedures are appropriate for the purpose of the engagement and is responsible for the subject matter on which the agreed-upon procedures are performed.

**Practitioner's Responsibilities**

We have conducted the agreed-upon procedures engagement in accordance with the early adoption of Hong Kong Standard on Related Services (HKSRS) 4400 (Revised), *Agreed-Up On Procedures Engagements*. An agreed-upon procedures engagement involves our performing the procedures that have been agreed with DotAsia Organisation Limited, and reporting the findings, which are the factual results of the agreed-upon procedures performed. We make no representation regarding the appropriateness of the agreed-upon procedures.

This agreed-upon procedures engagement is not an assurance engagement. Accordingly, we do not express an opinion or an assurance conclusion.

Had we performed additional procedures, other matters might have come to our attention that would have been reported.

*Professional Ethics and Quality Control*

We have complied with the ethical requirements in the Code of Ethics for Professional Accountants issued by the Hong Kong Institute of Certified Public Accountants. For the purpose of this engagement, there are no independence requirements with which we are required to comply.



Our firm applies Hong Kong Standard on Quality Control (HKSQC) 1, *Quality Control for Firms that Perform Audits and Reviews of Financial Statements, and Other Assurance and Related Services Engagements*, and accordingly, maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standard and applicable legal and regulatory requirements.

**Procedures and Findings**

We have performed the procedures described below, which were agreed upon with DotAsia Organisation Limited, on monitoring the voting procedures and results.

**1. We assessed and suggested third-party online voting platform by reviewing the third-party online voting platform on security and integrity**

- Four trials had been taken from 11<sup>th</sup> to 27<sup>th</sup> of January 2022 on testing the procedures and results of the online voting platform (“BigPulse”), especially focus on first-past-the-post voting with geographic requirement and tie-breaker.
- System testing has been performed for the followings:-
  - a. Timeline (including test vote open, reminder for voters yet to vote and vote close)
  - b. Roles of the Election Manager (Primary Poll Election Manager acting as “Election Chair”, Poll Election Manager Admin, Election Compliance Admin and Scrutineer)
  - c. Voting validation
  - d. Results validation

<u>Procedures</u>	<u>Findings</u>
<b>a. Timeline</b>	
<ul style="list-style-type: none"> <li>• Test vote OPEN (BigPulse sent Ballot email to test voters at preset time).</li> </ul>	<ul style="list-style-type: none"> <li>• All test voters received the Ballot email from BigPulse.</li> </ul>
<ul style="list-style-type: none"> <li>• Test vote REMINDER (BigPulse sent reminder to test voters yet to vote at preset time).</li> </ul>	<ul style="list-style-type: none"> <li>• All test voters yet to vote received the reminder from BigPulse.</li> </ul>
<ul style="list-style-type: none"> <li>• Test vote CLOSE (BigPulse close the poll at preset time).</li> </ul>	<ul style="list-style-type: none"> <li>• Test voters cannot access to vote after Poll closed.</li> <li>• Results sent to Election Managers and Scrutineer.</li> <li>• Same results can be accessed through BigPulse Dashboard.</li> <li>• RAW data can be accessed via BigPulse’s “Support Request”.</li> </ul>



<u>Procedures</u>	<u>Findings</u>
<b>b. Roles of Election Managers</b>	
<ul style="list-style-type: none"> <li>• Primary Poll Election Manager               <ul style="list-style-type: none"> <li>○ Access poll's dashboard and manual trigger of ballot email including reminder email</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ Access rights are correctly set and monitoring the trials during the testing period.</li> <li>○ Access rights and manual trigger of emails were removed after testing period.</li> </ul>
<ul style="list-style-type: none"> <li>• Poll Election Manager Admin               <ul style="list-style-type: none"> <li>○ Access poll's dashboard</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ Access rights are correctly set and monitoring the trials during the testing period.</li> <li>○ Access rights were removed after testing period.</li> </ul>
<ul style="list-style-type: none"> <li>• Election Compliance Admin               <ul style="list-style-type: none"> <li>○ Access poll's dashboard</li> <li>○ Assign re-voting rights upon the approval from Election Chair</li> <li>○ Extract results and email to scrutineer after vote closed</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ Access rights are correctly set.</li> <li>○ Re-voting rights tested and functioned correctly.</li> <li>○ Testing of results extract is satisfied.</li> </ul>
<ul style="list-style-type: none"> <li>• Scrutineer               <ul style="list-style-type: none"> <li>○ Access poll's dashboard</li> <li>○ Copied on all incoming votes</li> <li>○ Received test election results from Election Compliance Admin and confirm against vote</li> <li>○ Request for RAW data file and confirm against results</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ Access rights are correctly set and vote validation is done according to the requirement set.</li> </ul>
<b>c. Voting validation</b>	
<ul style="list-style-type: none"> <li>• Re-vote</li> </ul>	<ul style="list-style-type: none"> <li>• Re-vote is not allowed by system setting.</li> <li>• Re-vote option can only be released by the confirmation from Election Committee.</li> </ul>
<ul style="list-style-type: none"> <li>• Maximum votes</li> </ul>	<ul style="list-style-type: none"> <li>• Number of vote is limited by the vacant seats to vote for, preliminary set as 4 as maximum. Due to the geographic requirement, only 1 candidate was being nominated in Middle East &amp; Western Asia and that candidate is therefore not required to go through the voting process. Maximum vote is therefore set as 3 finally.</li> </ul>



<u>Procedures</u>	<u>Findings</u>
<b>d. Results validation</b>	
<ul style="list-style-type: none"> <li>Compare voters' information and votes shown in the email and RAW data.</li> </ul>	<ul style="list-style-type: none"> <li>Results are matched.</li> </ul>
<ul style="list-style-type: none"> <li>Compare the results shown in RAW data and the final test results provided by BigPulse.</li> </ul>	<ul style="list-style-type: none"> <li>Results are matched.</li> </ul>
<ul style="list-style-type: none"> <li>Test on "First-past-the-post voting with geographic requirement" and "draw winner for last tied vacant seat"</li> </ul>	<ul style="list-style-type: none"> <li>Both requirements were tested by different scenarios and results are valid for meeting both requirements.</li> </ul>

**2. We obtained the results of the votes cast for the Board election, including in the poll results from BigPulse.**

<u>Procedures</u>	<u>Findings</u>
<ul style="list-style-type: none"> <li>Email with vote details were sent from BigPulse once voters voted during the polling period from 31<sup>st</sup> January 2022 00:00 UTC to 14<sup>th</sup> February 2022 23:59 UTC.</li> <li>During the voting period, one candidate withdrew his candidacy. With the final confirmation from the Election Committee, fresh revote was arranged from 3<sup>rd</sup> February 2022 00:00 UTC to 14<sup>th</sup> February 2022 23:59</li> <li>Received votes results after Poll closed.</li> </ul>	<ul style="list-style-type: none"> <li>No missing email and all email results were matched to the final results provided by BigPulse.</li> <li>All previous votes made before 3<sup>rd</sup> February 2022 00:00 UTC were removed.</li> <li>Final 5 candidates were running for 3 vacancies.</li> <li>No irregularities found.</li> </ul>

**3. We arranged email confirmation from voters and compared the individual details of votes cast included in the summary to the email confirmation received.**

<u>Procedures</u>	<u>Findings</u>
<p>a. Send email to voters for confirming their votes. Votes will be counted as valid if voters reply confirmation email in 48 hours.</p> <p>b. Send reminder to voters yet to confirm after 24 hours.</p> <p>c. Final email to voters if there is no reply</p>	<ul style="list-style-type: none"> <li>19 out of 23 voters participated in this Board Election.</li> <li>One voter requested for re-vote as she accidentally pushed a wrong button and incomplete ballot therefore submitted. Election Committee agreed to allow for re-vote in this case.</li> </ul>



<p>after 48 hours (Election Committee to confirm if the votes are treated as valid or not).</p> <p>d. Acknowledgement of receipt will be sent to voters who have replied the confirmation email.</p> <p>e. Any special request from voters will be sent to Election Committee for comments and final decision.</p>	<ul style="list-style-type: none"><li>• One voter did not confirm his votes in 48 hours and the Election Committee agreed those votes should be treated as invalid.</li><li>• As a result, total 50 valid votes were counted from those 18 voters.</li></ul>
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To be continued



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## RESULTS

Polling of Sponsor Member of DotAsia Board Elections 2022 started from 3<sup>rd</sup> February 2022 00:00 UTC and ended on 14<sup>th</sup> February 2022 23:59 UTC. There are total 23 potential voters. Each voter can select up to 3 candidates. 53 votes received from 19 voters. One voter did not confirm his votes and therefore his votes confirmed to be invalid. As a result, total 50 votes from 18 voters were counted as valid. The voting details are listed below.

	<u>Voter ID</u>	<u>Vote casted</u>	<u>No. of candidates selected</u>	<u>Valid vote</u>	<u>Valid vote counted</u>
1.	715542	√	3	√	3
2.	535331	√	3	√	3
3.	284753				
4.	508079				
5.	333472	√	3	√	3
6.	677630	√	3	√	3
7.	194942	√	3	√	3
8.	298878	√	3	x	
9.	409655	√	2	√	2
10.	364205	√	3	√	3
11.	728030	√	2	√	2
12.	914410	√	3	√	3
13.	120741	√	3	√	3
14.	596290				
15.	363956	√	3	√	3
16.	514157	√	3	√	3
17.	445652	√	3	√	3
18.	626443	√	3	√	3
19.	564685				
20.	471325	√	2	√	2
21.	361297	√	3	√	3
22.	904329	√	2	√	2
23.	763055	√	3	√	3
	<b>Count/Total</b>	<b>19</b>	<b>53</b>	<b>18</b>	<b>50</b>



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There were no complaint, disputes and appeals reported by the end of the voting dispute period, 18<sup>th</sup> February 2022 23:59 UTC. The below results are then be concluded.

<u>Candidate Name</u>	<u>Sub-region</u>	<u>No. of votes</u>	<u>Percentage</u>
<b>Alireza SALEH (Elected)</b>	<b>Middle East &amp; Western Asia</b>	<b>Walkover under geographic requirement</b>	
<b>Arthur CHANG (Elected)</b>	<b>North &amp; Northeast Asia</b>	<b>14</b>	<b>77.78%</b>
<b>Leonid TODOROV (Elected)</b>	<b>Not in Asia Pacific</b>	<b>12</b>	<b>66.67%</b>
<b>Murad IBRAGIMOV (Elected)</b>	<b>Central &amp; South East Asia</b>	<b>10</b>	<b>55.56%</b>
<b>Maureen HILYARD</b>	<b>Australia &amp; Pacific Asia</b>	<b>7</b>	<b>38.89%</b>
<b>Nicole T.I. CHAN</b>	<b>North &amp; Northeast Asia</b>	<b>7</b>	<b>38.89%</b>

**ABACUS CPA LIMITED**  
Certified Public Accountants  
Hong Kong, 21 February 2022

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