香 港 特 別 行 政 區 政 府

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**OFFICE OF THE
GOVERNMENT CHIEF INFORMATION OFFICER**

**THE GOVERNMENT OF THE HONG KONG
SPECIAL ADMINISTRATIVE REGION**

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13 July 2017

Clerk to the Finance Committee

(Attn: Ms Anita SIT),

Legislative Council Complex,

1 Legislative Council Road,

Central, Hong Kong

Dear Ms SIT,

<div align="center">

Centrally Managed Messaging Platform

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   I refer to the two letters both dated 7 July 2017 from the Hon CHU Hoi-dick to the Chairman of the Finance Committee ("FC"), the Secretary for Innovation and Technology, and the Government Chief Information Officer requesting for information from the Government for the captioned platform.　After consulting the relevant policy bureaux, our response is as follows:

<u>Tendering</u>

2. The Office of the Government Chief Information Officer ("OGCIO") has adopted "parallel tendering" for the Centrally Managed Messaging Platform ("CMMP") in accordance with Chapter 3 "Tender Procedures" of the Government's "Stores and Procurement Regulations".　Details of the Regulations are available at the following URL:

   http://www.fstb.gov.hk/tb/en/docs/espr_chapter3.pdf

3. Having regard to the circumstances of individual projects, the government

bureaux and departments ("B/Ds") will, after conducting a risk assessment, consider adopting "parallel tendering" as appropriate for expediting the commencement of works. This arrangement has all along been effective.

4.   Among the Government's works funding proposals submitted to the Public Works Subcommittee of the FC since the Legislative Council's ("LegCo") operation in October last year up to now, the projects which have adopted "parallel tendering" are set out at Annex 1.   In general, the Government will conduct a risk assessment for the project before adopting parallel tendering.   Moreover, the Government will not award a contract and will not indicate to the successful bidder that the Government would accept its bid unless and until funding for that contract is secured.

5.   According to the prevailing requirements, before granting the approvals to proceed with parallel tendering, the approving authorities should conduct a project-specific risk-appraisal.   The approving authority concerned should assess the risks to the Government of having to delay or abort the procurement exercise due to lack of funding or substantive last-minute changes to the scope of the consultancy brief or proposed project.   The risks of FC/LegCo imposing unexpected conditions on the project scope, or holding up funding approvals and/or blaming Government for preempting FC should be assessed.   The approving authority should only agree to proceed with parallel tendering where such risks are assessed as low or where the merits of parallel tendering have been assessed as outweighing the potential downside risks.

6.   OGCIO considers that parallel tendering would expedite the commencement of the CMMP project after conducting a risk assessment.   Therefore, the open tendering process of CMMP commenced at the end of March this year.   OGCIO has also stated in the tender documents of CMMP that funding approval for the project has yet to be obtained, and tenderers have been reminded that the Government will not be responsible for the cost for their preparation of tenders.   According to the procedures, OGCIO will only award the contract after obtaining FC's funding approval.   Therefore, no relevant agreement has been signed at present and no additional tendering costs have been involved in this parallel tendering arrangement.   The tender document of CMMP is available at the following URL:

https://www.ogcio.gov.hk/en/business/tender_eoi_rfp/doc/GCIO-055-074-002-001-Tender(v1.2).zip

7.   As the tendering exercise for CMMP is still at the evaluation stage, relevant details such as the number of tenders received and their respective tender sums should not be disclosed according to the Government's Security Regulations and Stores and

Procurement Regulations to ensure a fair tendering process. Tender preparation work and the tendering exercise are undertaken through re-deployment of resources within OGCIO and they do not involve any additional manpower and public funds.

Freedom of Access to Information

8.　　The Government attaches great importance to the public's right to know and the right of freedom of access to information. The public can put up requests for government information, including e-mail records, to government departments under the Code on Access to Information ("the Code"). The Code defines the scope of information that will be provided, sets out how the information will be made available either routinely or in response to request, and lays down procedures governing its prompt release. According to the Code, when handling a request for information, government departments should provide the information requested unless there are sufficient reasons for refusing the disclosure of such information under Part 2 of the Code. Details are available at the following URL:

http://www.access.gov.hk

9.　　Apart from the adoption of the latest technical international standards for CMMP, the requirements for keeping e-mail records remain the same as the old system. B/Ds which will implement CMMP are listed out at Enclosure 1 of the funding proposal FCR(2017 -18)9 with no specific categorisation.

10.　　B/Ds are required to identify, create, collect adequate but not excessive records (including e-mail records) to meet operational, policy, legal and financial purposes, and to maintain accurate and complete documentation of the Government's policies, procedures, decisions and business transactions as reliable evidence according to the guidelines issued by the Government. Apart from B/Ds which have successfully implemented the electronic recordkeeping system, all B/Ds should print out e-mail records and file them in the appropriate paper file system. Besides, B/Ds are required to retain and handle records according to the established records retention and disposal schedules. The above requirements will not be changed arising from the rollout of CMMP.

Daily Operation and Maintenance of CMMP

11.　　It is stated in the tender documents of the CMMP that the appointed contractor

("the contractor") shall be responsible for the design, development and implementation of CMMP for the OGCIO, and providing services for the daily operation and maintenance of CMMP together with OGCIO for 7 years.

12. OGCIO will redeploy about 10 information technology ("IT") staff internally to provide system support and administration, entailing a departmental expenditure of $7,100,000 per annum. The expenditure has been set out at paragraph 31 of the FC discussion paper FCR(2017-18)9.

<u>Security</u>

13. According to the requirements for system design stated in the tender documents of CMMP, all communications over the network will be encrypted to safeguard information security. When handling e-mails containing confidential information, users will encrypt each confidential e-mail separately with their own digital certificates to ensure that only the sender and the recipients can read these e-mails. Moreover, the accounts of CMMP will be protected by the management system and an independent audit trail mechanism that records activities in the system. No unauthorised persons, including contractor staff, can access user data. As for the daily operation and maintenance, all work involving sensitive information such as user data will be handled by the staff of OGCIO. The contractor will not have access to such sensitive information.

14. According to the relevant clauses of the tender documents, the contractor including its staff have to be aware of and comply with the confidentiality clauses in the contract and the Official Secrets Ordinance (Cap. 521), and they cannot disclose any documents and information of CMMP, information and records of the Government, and other related information. The contractor shall indemnify the Government against any losses incurred in case of breaching the relevant clauses.

15. The Government's Security Regulations have already stipulated guidelines on the handling of classified information of the Government, including what to observe when such documents are replicated or taken outside office, and the follow-up procedures and responsibilities in case of loss of these documents. However, such details should not be disclosed due to security reasons. The IT security policies and guidelines formulated by OGCIO can be downloaded at the following URL:

> Baseline IT Security Policy:
> https://www.ogcio.gov.hk/en/information_security/policy_and_guidelines/doc/S17-v6.pdf

IT Security Guidelines:
https://www.ogcio.gov.hk/en/information_security/policy_and_guidelines/doc/G3-v8.pdf

Industry Standards

16.   The latest industry standards to be adopted for CMMP are listed in Annex 2.

17.   The feasibility study conducted by the consultant engaged by OGCIO reveals that government agencies of a number of advanced countries or cities (including the United States) established their centrally managed messaging systems essentially on the foundation of existing communications software available in the market.   As those systems are internal messaging systems of other governments, the consultant cannot provide the technical details of the systems.   Nevertheless, messaging systems of the government must be timely updated to ensure that e-mails can be exchanged across different systems according to industry standards.

Yours sincerely,

(Vinci CHOU)
for Government Chief Information Officer

c.c.
Secretary for Innovation and Technology   (Attn: Mr Ricky CHONG)
Secretary for Financial Services and the Treasury (Attn: Ms Bella MUI, Mr Herman SO)

Government's Works Funding Proposal Submitted to
the Public Works Subcommittee of the FC
(From October 2016 up to Now)

	PWP No	Project Title	Parallel Tendering
1	778CL	Site formation and infrastructure works for public housing developments at Chung Nga Road and Area 9, Tai Po	N
2	781CL	Infrastructure works for public housing development at Area 54, Tung Chung	N
3	186GK	Ancillary facilities block at Tseung Kwan O Area 65C2	N
4	111ET	A special school for students with mild, moderate and severe intellectual disabilities in Area 108, Tung Chung	Y
5	70JA	Redevelopment of Junior Police Officers Married Quarters at Fan Garden, Fanling	Y
6	63TR	Shatin to Central Link - construction of railway works – advance works	NA*
7	56TR	South Island Line (East) - essential public infrastructure works	NA*
8	758CL	Site formation and associated infrastructural works for development of columbarium, crematorium and related facilities at Sandy Ridge Cemetery	Y
9	123KA	Conversion of the former French Mission Building for accommodation use by law-related organisations and related purposes	N
10	794CL	The demolition of existing superstructures at Caroline Hill Road site, Causeway Bay	Y
11	185GK	Reprovisioning of Transport Department's vehicle examination centres at Tsing Yi	Y
12	281RS	Reprovisioning of Tsun Yip Street Playground facilities to Hong Ning Road Park and Ngau Tau Kok Fresh Water Service Reservoir	N
13	272RS	Kai Tak Sports Park	N
14	786CL	Tung Chung New Town Extension	Y
15	183GK	Reprovisioning of Shanghai Street refuse collection point and street sleepers' services units to the site on Hau Cheung Street, Yau Ma Tei for the phase II development of the Yau Ma Tei Theatre project	N

	PWP No	Project Title	Parallel Tendering
16	440RO	District open space adjoining public housing development at Anderson Road	N
17	380DS	Construction of dry weather flow interceptor at Cherry Street box culvert	Y
18	389DS	Upgrading of West Kowloon and Tsuen Wan sewerage	Y
19	393DS	Rehabilitation of trunk sewers in Kowloon, Sha Tin and Sai Kung	N
20	394DS	Upgrading of Kwun Tong preliminary treatment works	Y
21	413DS	Enhancement works for Kwun Tong sewage pumping station	N
22	356WF	Uprating of Tung Chung fresh water supply system	Y
23	363WF	Upgrading of disinfection facilities in water treatment works	Y
24	357WF	Design and construction for first stage of desalination plant at Tseung Kwan O	Y
25	185TB	Lift and Pedestrian Walkway System between Tai Wo Hau Road and Wo Tong Tsui Street - Kwai Chung	N
26	86MM	Extension of Operating Theatre Block for Tuen Mun Hospital	Y
27	87MM	New Acute Hospital at Kai Tak Development Area	Y
28	75MM	Redevelopment of Prince of Wales Hospital, phase 2 (stage 1)	Y
29	352EP	A 30-classroom primary school at Tonkin Street, Cheung Sha Wan	N
30	868TH	Road Improvement Works at Ma On Shan, Sha Tin	N
31	461TH	Central Kowloon Route - Main Works	Y
32	63EG	Academic building at No. 3 Sassoon Road	Y
33	765CL	Development of Anderson Road Quarry Site	N
34	763CL	Integrated Basement for West Kowloon Cultural District	Y
* Note - Increase APE Item			

Latest Industry Standards to be Adopted for CMMP

Category of standards	Industry standard to be adopted for CMMP	Standards body
E-mail and Directory Services	Lightweight Directory Access Protocol (LDAP)	Internet Engineering Task Force (IETF)
E-mail	Multipurpose Internet Mail Extensions (MIME)	IETF
	Secure/Multipurpose Internet Mail Extensions (S/MIME)	IETF
	Simple Mail Transfer Protocol (SMTP)	IETF
	Internet Message Access Protocol (IMAP)	IETF
	Hypertext Markup Language (HTML)	International Organization for Standardization (ISO), World Wide Web Consortium (W3C)
Data Exchange Format	vCard Format	IETF
Information security	Public-Key Cryptography Standards (PKCS) #11 – Cryptographic Token Interface	Not open standards but widely adopted by the industry
	Advanced Encryption Standard (AES) 256-bit	ISO, U.S. National Institute of Standards and Technology (NIST)
	Elliptic Curve Diffie-Hellman (ECDH)	IETF
	Elliptic Curve Digital Signature Algorithm (ECDSA)	IETF
	Secure Hash Algorithms SHA-2	ISO, IETF
	RSA 2048-bit	NIST, IETF
	Transport Layer Security (TLS) Protocol	IETF
	Internet X.509 Public Key Infrastructure Certificate (X.509 Certificate)	IETF