

Policy for the Retirement of ccTLDs

DRAFT

ccNSO

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1 Background

Request For Comment[2] (“RFC”) 1591[1] states:

4. Rights to Names

[...]

2) Country Codes

10 *The IANA is not in the business of deciding what is and what is not a coun-*
11 *try. The selection of the ISO 3166 list as a basis for country code top-level*
12 *domain names was made with the knowledge that ISO has a procedure for*
13 *determining which entities should be and should not be on that list.*

14 In 2014 the ccNSO through its Framework of Interpretation confirmed that RFC 1591
15 applies to ccTLDs.

16 The ISO 3166-1 list is dynamic and country codes are added and removed¹ on a regu-
17 lar basis. When a new country code is added a ccTLD can be added via the standard
18 delegation process by the IANA Naming Functions Operator² (IFOPTI). However, as
19 was identified in 2011 by the ccNSO Delegation and Redelegation Working Group ,
20 there is no formal policy available for the removal of a ccTLD from the root when a
21 country code is removed from the ISO 3166-1 list of country names.

22 **2 Policy Objective**

23 The objective of the policy is to provide clear, and predictable guidance and to doc-
24 ument a process that is orderly and reasonable from the time a country code is re-

¹ISO 3166-1, Section 3.4

²Currently operated by PTI

25 moved from the ISO 3166-1 list of country names³ up and to, but excluding, the
26 removal of a ccTLD from the Root Zone⁴.

27 **3 Applicability of the policy**

28 This policy is applicable to all ccTLDs which are a member of the ccNSO and are
29 managed by a [functional manager⁵] and whose country code is removed from the
30 ISO 3166-1 list.

31 If a ccTLD's country code has been removed from the ISO 3166-1 list and it does not
32 have a [functional manager] the policy for the retirement of a ccTLD is not applica-
33 ble and **the IFO-PTI** cannot transfer responsibility to a new manager according to its
34 standard process. This set of circumstances would create a deadlock situation which
35 would prevent **the IFO-PTI** from ever removing the retiring ccTLD from the root. To
36 avoid such a deadlock, and only under these specific conditions, this policy allows

³The procedures and process related to the removal of a country code are excluded, as this is determined by ISO.

⁴The removal of a (cc)TLD by **the IFO-PTI** is excluded from the policy, as this is outside the remit of the policy scope of the ccNSO.

⁵For the purposes of this document a functional manager is one which is recognized as authoritative for the ccTLD by both the IFO and the registry and can officially interact with the IFO on matters regarding that ccTLD

37 ~~the IFO-PTI~~ to proceed with a transfer of responsibility for the retiring ccTLD to es-
38 tablish a [functional manager] for the ccTLD for the purpose of retiring the ccTLD.
39 Such a transfer should follow the standard ~~the IFO-PTI~~ process for such transfers
40 where possible.

41 **4 Retirement Process**

42 **4.1 Expectations**

43 ~~It is the expectation that there will be cooperation between~~ There is a good faith obli-
44 gation for both ~~the the IFO-PTI~~ and the Manager of the retiring ccTLD to ensure an
45 orderly shutdown of the retiring ccTLD which takes into consideration the interests
46 of its registrants and the stability and security of the DNS.

47 Note: Given the importance and exceptional nature of the ccTLD retirement process
48 ~~the IFO-PTI~~, prior to sending a Notice of Retirement, should contact the ccTLD Man-
49 ager and confirm who ~~the IFO-PTI~~ should be dealing with regarding the retirement
50 process. The person or role identified by the ccTLD manager to deal with the retire-
51 ment process is referred to as the Manager in the remainder of this document.

52 4.2 Notice of Retirement

53 Once the IFO-PTI has been informed, and confirmed, that a country code has been
54 removed from the ISO 3166-1 list and that the IFO-PTI has also confirmed that the
55 ccTLD has a functional manager, it shall promptly notify the Manager of the ccTLD
56 that the ccTLD shall be removed from the Root 5 years from the date of this notice
57 (Notice of Retirement) unless a retirement plan which is mutually agreed to by the
58 Manager and the IFO-PTI stipulates otherwise and is in accordance with the retire-
59 ment policy.

60 In conjunction with the Notice of Retirement the IFO-PTI will inform the manager
61 that it is expected, but not mandatory, to produce a mutually agreeable retirement
62 plan for the ccTLD. the IFO-PTI should include with the notice a document describing
63 the Reasonable Requirements it expects of a retirement plan and that the IFO-PTI
64 will make itself available to the Manager to assist in the development of such a plan
65 should the Manager request it.

- 66 • The Notice should also clearly state that:
- 67 – If the Manager does not produce a mutually acceptable retirement plan within
68 the prescribed time frame (described in the following sections) that the ccTLD
69 will be removed from the root 5 years from the date the Notice of Retirement
70 was sent by the IFO-PTI to the manager of the retiring ccTLD

71 – If the Manager intends on producing a retirement plan it should formally com-
72 municate this to **the IFO-PTI** within 60 calendar days of **the IFO-PTI** having sent
73 the Notice of Retirement to the Manager of the retiring ccTLD.

74 **4.3 Time span for retirement**

- 75 • PTI cannot require that a retiring ccTLD be removed from the root less than 5
76 years from the time **the IFO-PTI** has sent a Notice of Retirement to the retiring
77 ccTLD Manager.
- 78 • PTI must remove a retiring ccTLD from the Root no later than 10 years after hav-
79 ing sent a Notice of Retirement to the ccTLD manager.
 - 80 – If according to **the IFO-PTI** the retirement of the ccTLD within the 10 year limit
81 would pose a threat to the security and stability of the DNS **the IFO-PTI** can
82 request an extension to the 10 year limit from the ICANN Board.
- 83 • If the Manager wishes to extend the initial 5 year retirement period it should
84 formally request this from **the IFO-PTI** in its Retirement Plan. The request for
85 the extension should clearly state the length of the extension requested (maxi-
86 mum 5 additional years), the reasons for requesting an extension and an impact
87 analysis which supports the reasons for making the request. The Reasonable
88 Requirements document that **the IFO-PTI** will have included with the Notice of
89 Retirement will describe the factors it will consider when evaluating a request

90 for an extension to the initial 5 year period. If an extension request to the initial
91 5 year period is made by the Manager of the retiring ccTLD **the IFO-PTI** should
92 provide a definitive response to the Manager within 60 days of the request being
93 received by **the IFO-PTI**. The response by **the IFO-PTI**, if positive, should state the
94 extension that has been granted. If the response is negative, **the IFO-PTI** should
95 include a detailed reasoning for the refusal based on the Reasonable Require-
96 ments document.

97 • A Retirement Plan that is [mutually agreed] to between the Manager of the re-
98 tiring ccTLD and **the IFO-PTI** can specify any date for the removal of the ccTLD
99 from the Root if no later than 10 years from **the IFO-PTI** having sent the Notice
100 of Retirement to the Manager. For further clarity this includes periods of less
101 than 5 years from the time **the IFO-PTI** has sent the Notice of Retirement to the
102 Manager of the retiring ccTLD.

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104 **4.4 Retirement Plan**

- 105 • If the Manager intends on producing a retirement plan it should formally com-
106 municate this to **the IFO-PTI** within 30 calendar days of **the IFO-PTI** having sent
107 the Notice of Retirement to the Manager of the Retiring ccTLD..
- 108 • A retirement plan should, as a minimum, include commitments to the following:

- 109 - Date the ccTLD will stop accepting new registrations
110 - Date the ccTLD will stop accepting the renewal of existing registrations
111 - Date the ccTLD will stop accepting the transfer of registrations
112 - Date the ccTLD will be removed from the Root Zone.
113 - Details of the communications plan to advise the registrants of retirement of
114 the ccTLD.
- 115 • A mutually agreeable retirement plan must be produced within 12 months of
116 the IFO-PTI having sent the Notice of Retirement to the Manager of the Retiring
117 ccTLD. the IFO-PTI at its discretion can extend the 12 month limit to a maximum
118 24 months total. If the IFO-PTI grants such an extension it will promptly notify
119 the Manager of this.
- 120 • If the Manager of the retiring ccTLD and the IFO-PTI cannot achieve a mutually
121 agreeable retirement plan within 12 months, or up to a maximum of 24 months
122 if the IFO-PTI has granted an extension, of the IFO-PTI having sent the Notice of
123 Retirement to the Manager of the Retiring ccTLD then the IFO-PTI should advise
124 the Manager of the retiring ccTLD that the ccTLD will be removed from the root
125 5 years from the IFO-PTI having sent the Notice of Retirement to the Manager of
126 the retiring ccTLD.

127 **4.5 Exception conditions**

- 128 • Manager becomes non-functional after a retirement agreement is accepted –
129 The **the IFO-PTI** can the same procedure outlined in the Requirements to transfer
130 the ccTLD to a new manager.
- 131 • Manager breaches the Retirement Agreement – The **the IFO-PTI** should work
132 with the Manager with the objective of re-instating the Retirement agreement.
133 If this is not possible the **the IFO-PTI** can advise it will return to the initial 5 year
134 retirement period.
- 135 • IDN ccTLD's
- 136 • ISO3166-1 Exceptionally Reserved entries
- 137 • Applicability to non-ccNSO members

138 **5 Oversight**

139 References

- 140 [1] NETWORK WORKING GROUP: *RFC 1591*. [https://www.rfc-editor.org/info/](https://www.rfc-editor.org/info/rfc1591)
141 [rfc1591](https://www.rfc-editor.org/info/rfc1591), Last Accessed: 2019-02-08
- 142 [2] WIKIPEDIA: *Request for Comments*. [https://en.wikipedia.org/wiki/](https://en.wikipedia.org/wiki/Request_for_Comments)
143 [Request_for_Comments](https://en.wikipedia.org/wiki/Request_for_Comments), Last Accessed: 2019-02-08