

1 Policy for the Retirement of ccTLDs

2 DRAFT

3 ccNSO

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5 1 Background

6 Request For Comment[2] ("RFC") 1591[1] states:

7 *4. Rights to Names*

8 [...]

9 *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 (IFO). However, as was
19 identified in 2011 by the ccNSO Delegation and Redelegation Working Group , there
20 is no formal policy available for the removal of a ccTLD from the root when a country
21 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 appli-
33 cable and the IFO 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 from ever removing the retiring ccTLD from the root. To avoid
36 such a deadlock, and only under these specific conditions, this policy allows the IFO

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 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 to proceed with a transfer of responsibility for the retiring ccTLD to establish a [func-
38 tional manager] for the ccTLD for the purpose of retiring the ccTLD. Such a transfer
39 should follow the standard the IFO process for such transfers where possible.

40 **4 Retirement Process**

41 **4.1 Expectations**

42 There is a good faith obligation for both the the IFO and the Manager of the retiring
43 ccTLD to ensure an orderly shutdown of the retiring ccTLD which takes into consid-
44 eration the interests of its registrants and the stability and security of the DNS.

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

50 4.2 Notice of Retirement

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

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

- 63 • The Notice should also clearly state that:
- 64 – If the Manager does not produce a mutually acceptable retirement plan within
65 the prescribed time frame (described in the following sections) that the ccTLD
66 will be removed from the root 5 years from the date the Notice of Retirement
67 was sent by the IFO to the manager of the retiring ccTLD
 - 68 – If the Manager intends on producing a retirement plan it should formally com-
69 municate this to the IFO within 60 calendar days of the IFO having sent the

70 Notice of Retirement to the Manager of the retiring ccTLD.

71 **4.3 Time span for retirement**

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

89 response to the Manager within 60 days of the request being received by the IFO.
90 The response by the IFO ,if positive, should state the extension that has been
91 granted. If the response is negative, the IFO should include a detailed reasoning
92 for the refusal based on the Reasonable Requirements document.

93 • A Retirement Plan that is [mutually agreed] to between the Manager of the retir-
94 ing ccTLD and the IFO can specify any date for the removal of the ccTLD from the
95 Root if no later than 10 years from the IFO having sent the Notice of Retirement
96 to the Manager. For further clarity this includes periods of less than 5 years from
97 the time the IFO has sent the Notice of Retirement to the Manager of the retiring
98 ccTLD.

99 - I.

100 **4.4 Retirement Plan**

101 • If the Manager intends on producing a retirement plan it should formally com-
102 municate this to the IFO within 30 calendar days of the IFO having sent the Notice
103 of Retirement to the Manager of the Retiring ccTLD..

104 • A retirement plan should, as a minimum, include commitments to the following:

105 - Date the ccTLD will stop accepting new registrations

106 - Date the ccTLD will stop accepting the renewal of existing registrations

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

122 **4.5 Exception conditions**

- 123 • Manager becomes non-functional after a retirement agreement is accepted –
- 124 The the IFO can the same procedure outlined in the Requirements to transfer

125 the ccTLD to a new manager.

126 • Manager breaches the Retirement Agreement – The the IFO should work with
127 the Manager with the objective of re-instating the Retirement agreement. If this
128 is not possible the the IFO can advise it will return to the initial 5 year retirement
129 period.

130 • IDN ccTLD's

131 • ISO3166-1 Exceptionally Reserved entries

132 • Applicability to non-ccNSO members

133 **5 Oversight**

134 References

- 135 [1] NETWORK WORKING GROUP: *RFC 1591*. [https://www.rfc-editor.org/info/](https://www.rfc-editor.org/info/rfc1591)
136 [rfc1591](https://www.rfc-editor.org/info/rfc1591), Last Accessed: 2019-02-08
- 137 [2] WIKIPEDIA: *Request for Comments*. [https://en.wikipedia.org/wiki/](https://en.wikipedia.org/wiki/Request_for_Comments)
138 [Request_for_Comments](https://en.wikipedia.org/wiki/Request_for_Comments), Last Accessed: 2019-02-08