

# 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 removed<sup>1</sup> 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 Operator (PTI). However, as was  
19 identified in 2011 by the ccNSO Delegation and Redellegation 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-

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<sup>1</sup>ISO 3166-1, Section 3.4

25 moved from the ISO 3166-1 list of country names<sup>2</sup> up and to, but excluding, the  
26 removal of a ccTLD from the Root Zone<sup>3</sup>.

## 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 manager] 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 applicable  
33 and PTI cannot transfer responsibility to a new manager according to its standard  
34 process. This set of circumstances would create a deadlock situation which would  
35 prevent PTI from ever removing the retiring ccTLD from the root. To avoid such a  
36 deadlock, and only under these specific conditions, this policy allows PTI to proceed  
37 with a transfer of responsibility for the retiring ccTLD to establish a [functional man-  
38 ager] for the ccTLD for the purpose of retiring the ccTLD. Such a transfer should  
39 follow the standard PTI process for such transfers where possible.

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<sup>2</sup>The procedures and process related to the removal of a country code are excluded, as this is determined by ISO.

<sup>3</sup>The removal of a (cc)TLD by PTI is excluded from the policy, as this is outside the remit of the policy scope of the ccNSO.

## 40 **4 Retirement Process**

### 41 **4.1 Expectations**

42 It is the expectation that there will be cooperation between PTI and the Manager of  
43 the retiring ccTLD to ensure an orderly shutdown of the retiring ccTLD which takes  
44 into consideration the interests of its registrants and the stability and security of the  
45 DNS.

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

### 51 **4.2 Notice of Retirement**

52 Once PTI has been informed, and confirmed, that a country code has been removed  
53 from the ISO 3166-1 list and that PTI has also confirmed that the ccTLD has a func-  
54 tional manager, it shall promptly notify the Manager of the ccTLD that the ccTLD

55 shall be removed from the Root 5 years from the date of this notice (Notice of Retirement) unless a retirement plan which is mutually agreed to by the Manager and PTI stipulates otherwise and is in accordance with the retirement policy.

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

64 • The Notice should also clearly state that:

65 – If the Manager does not produce a mutually acceptable retirement plan within  
66 the prescribed time frame (described in the following sections) that the ccTLD  
67 will be removed from the root 5 years from the date the Notice of Retirement  
68 was sent by PTI to the manager of the retiring ccTLD

69 – If the Manager intends on producing a retirement plan it should formally communicate this to PTI within 60 calendar days of PTI having sent the Notice of Retirement to the Manager of the retiring ccTLD.  
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71

## 72 4.3 Time span for retirement

- 73 • PTI cannot require that a retiring ccTLD be removed from the root less than 5  
74 years from the time PTI has sent a Notice of Retirement to the retiring ccTLD  
75 Manager.
- 76 • PTI must remove a retiring ccTLD from the Root no later than 10 years after hav-  
77 ing sent a Notice of Retirement to the ccTLD manager.
  - 78 – If according to PTI the retirement of the ccTLD within the 10 year limit would  
79 pose a threat to the security and stability of the DNS PTI can request an ex-  
80 tension to the 10 year limit from the ICANN Board.
- 81 • If the Manager wishes to extend the initial 5 year retirement period it should for-  
82 mally request this from PTI in its Retirement Plan. The request for the extension  
83 should clearly state the length of the extension requested (maximum 5 additional  
84 years), the reasons for requesting an extension and an impact analysis which  
85 supports the reasons for making the request. The Reasonable Requirements  
86 document that PTI will have included with the Notice of Retirement will describe  
87 the factors it will consider when evaluating a request for an extension to the ini-  
88 tial 5 year period. If an extension request to the initial 5 year period is made by  
89 the Manager of the retiring ccTLD PTI should provide a definitive response to the  
90 Manager within 60 days of the request being received by PTI. The response by  
91 PTI, if positive, should state the extension that has been granted. If the response

92 is negative, PTI should include a detailed reasoning for the refusal based on the  
93 Reasonable Requirements document.

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

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#### 100 **4.4 Retirement Plan**

101 • If the Manager intends on producing a retirement plan it should formally com-  
102 municate this to PTI within 30 calendar days of PTI having sent the Notice of  
103 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 PTI  
112 having sent the Notice of Retirement to the Manager of the Retiring ccTLD. PTI  
113 at its discretion can extend the 12 month limit to a maximum 24 months total. If  
114 PTI grants such an extension it will promptly notify the Manager of this.
- 115 • If the Manager of the retiring ccTLD and PTI cannot achieve a mutually agreeable  
116 retirement plan within 12 months, or up to a maximum of 24 months if PTI has  
117 granted an extension, of PTI having sent the Notice of Retirement to the Man-  
118 ager of the Retiring ccTLD then PTI should advise the Manager of the retiring  
119 ccTLD that the ccTLD will be removed from the root 5 years from PTI having sent  
120 the Notice of Retirement to the Manager of the retiring ccTLD.

## 121 **4.5 Exception conditions**

- 122 • Manager becomes non-functional after a retirement agreement is accepted –  
123 The PTI can the same procedure outlined in the Requirements to transfer the  
124 ccTLD to a new manager.
- 125 • Manager breaches the Retirement Agreement – The PTI should work with the  
126 Manager with the objective of re-instating the Retirement agreement. If this is  
127 not possible the PTI can advise it will return to the initial 5 year retirement period.



- 128 • IDN ccTLD's
- 129 • ISO3166-1 Exceptionally Reserved entries
- 130 • Applicability to non-ccNSO members

## 131 **5 Oversight**

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## 132 References

- 133 [1] NETWORK WORKING GROUP: *RFC 1591*. [https://www.rfc-editor.org/info/](https://www.rfc-editor.org/info/rfc1591)  
134 [rfc1591](https://www.rfc-editor.org/info/rfc1591), Last Accessed: 2019-02-08
- 135 [2] WIKIPEDIA: *Request for Comments*. [https://en.wikipedia.org/wiki/](https://en.wikipedia.org/wiki/Request_for_Comments)  
136 [Request\\_for\\_Comments](https://en.wikipedia.org/wiki/Request_for_Comments), Last Accessed: 2019-02-08