

# 1 Policy for the Retirement of ccTLDs

2 **DRAFT**

3 ccNSO

4 2019-01-28

## 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<sup>2</sup> (IFO). 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 Zone 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-

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

<sup>2</sup>Currently operated by PTI

25 moved from the ISO 3166-1 list of country names<sup>3</sup> up and to, but excluding, the  
26 removal of a ccTLD from the Root Zone<sup>4</sup>.

## 27 **3 Applicability of the Policy**

28 This policy is applicable to all ccTLDs which are members of the ccNSO and are man-  
29 aged by a functional manager and whose country code is removed from the ISO  
30 3166-1 list.

31 For the purposes of this document a functional manager is the manager of the ccTLD  
32 as listed in the IANA Root Zone database, who is active with respect to the manage-  
33 ment of the ccTLD and with whom the IFO can officially and effectively communi-  
34 cate.

35 If a ccTLD's country code has been removed from the ISO 3166-1 list and it does  
36 not have a functional manager the policy for the retirement of a ccTLD is not ap-  
37 plicable and the IFO cannot transfer responsibility to a new manager according to  
38 its standard process. This set of circumstances would create a deadlock situation

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<sup>3</sup>The procedures and process related to the removal of a country code are excluded, as this is deter-  
mined by ISO.

<sup>4</sup>The removal of a (cc)TLD by the IFO is excluded from the policy, as this outside the remit of the policy  
scope of the ccNSO.

39 which would prevent the IFO from ever removing the retiring ccTLD from the Root  
40 Zone. To avoid such a deadlock, and only under these specific conditions, this policy  
41 allows the IFO to proceed with a transfer of responsibility for the retiring ccTLD to  
42 establish a functional manager and insure the ccTLD can be retired. Such a transfer  
43 should follow the standard IFO process where possible.

## 44 **4 Retirement Process**

### 45 **4.1 Expectations**

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

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

## 54 4.2 Notice of Retirement

55 Once the IFO has been informed, and confirmed, that a country code has been re-  
56 moved from the ISO 3166-1 list and that the IFO has also confirmed that the ccTLD  
57 has a functional manager, it shall promptly notify the Manager of the ccTLD that  
58 the ccTLD shall be removed from the Root 5 years (Default Retirement Period) from  
59 the date of this notice (Notice of Retirement) unless a Retirement Plan (see follow-  
60 ing sections for details) which is agreed<sup>5</sup> to by the Manager and the IFO stipulates  
61 otherwise and is in accordance with this Retirement Policy.

62 The Notice of Retirement will also request that the Manager formally confirm receiv-  
63 ing the Notice of Retirement within 90 days of it being sent. The Notice of Retirement  
64 shall also state that if the Manager wishes to apply for an extension to the Default  
65 Retirement Period that it must formally advise the IFO of this within 90 days of the  
66 Notice of Retirement having been sent.

67 The IFO shall include with the Notice of Retirement a document describing the rea-  
68 sonable requirements (Reasonable Requirements Document)it expects of a Retire-  
69 ment Plan and that the IFO will make itself available to the Manager to assist in the  
70 development of such a plan should the Manager request it.

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<sup>5</sup>Failure to reach agreement between the Manager and the IFO on a Retirement Plan as specified in the policy automatically implies that the ccTLD will be removed from the Root 5 years from the date of the Notice of Retirement

## 71 **4.3 Time Span for Retirement**

- 72 • The IFO cannot require that a retiring ccTLD be removed from the Root Zone less  
73 than 5 years from the time the IFO has sent a Notice of Retirement to the retiring  
74 ccTLD Manager unless this is mutually agreed by the ccTLD Manager and the IFO.
- 75 • Extending the removal of the ccTLD from the Root Zone beyond the Default Re-  
76 tirement Period - If the Manager wishes to request an extension to the Default  
77 Retirement Period it must request this from the IFO as part of a Retirement Plan.
- 78 • The IFO must remove a retiring ccTLD from the Root no later than 10 years after  
79 having sent a Notice of Retirement to the ccTLD manager (Maximum Retirement  
80 Period).

## 81 **4.4 Retirement Plan**

82 After receiving a Notice of Retirement the Manager must decide if it wishes to re-  
83 quest an extension to the Default Retirement Period to remove it's ccTLD from the  
84 Root Zone. Within 90 days of the Notice of Retirement having been sent, the Man-  
85 ager shall formally notify the IFO that it has received the Notice of Retirement and  
86 advise if it wishes to request an extension to the Default Retirement Period. If the  
87 Manager fails to formally notify the IFO within the 90-day period the IFO will consider

88 that no extension is being requested and that the retiring ccTLD will be removed  
89 from the Root Zone 5 years from the Notice of Retirement having been sent.

90 • If the Manager of the retiring ccTLD does not wish an extension beyond the 5  
91 year period stated in the Notice of Retirement it is expected, but not mandatory,  
92 that the Manager produce a Retirement Plan for the ccTLD which would typically  
93 include:

94 – Date the ccTLD Manager is expected to stop taking registrations that exceed  
95 the date of removal from the Root Zone.

96 – Date the ccTLD Manager is expected to stop accepting the renewal of existing  
97 registrations that exceed the date of removal from the Root Zone.

98 – Date the ccTLD Manager is expected to stop accepting the transfer of regis-  
99 trations that exceed the date of removal from the Root Zone.

100 – Date the ccTLD is expected to be removed from the Root Zone.

101 – Details of the communications plan to advise the registrants of retirement of  
102 the ccTLD.

103 • If the manager of the retiring ccTLD wishes to request an extension beyond the  
104 Default Retirement Period stated in the Notice of Retirement it must produce a  
105 Retirement Plan which is acceptable to the IFO.:

- 106 - Granting an extension to the Default Retirement Period is at the discretion  
107 of the IFO but shall not be unreasonably withheld. The Reasonable Require-  
108 ments Document that the IFO will have included with the Notice of Retire-  
109 ment will describe the factors it will consider when evaluating a request for  
110 an extension to the Default Retirement Period. A Retirement Plan which re-  
111 quests an extension shall include:
- 112 \* The length of the extension requested (a maximum 5 additional years) in-  
113 cluding the proposed date of the removal of the ccTLD from the Root Zone.
  - 114 \* The reasons for requesting an extension
  - 115 \* An impact analysis which supports the reasons for making the extension  
116 request.
  - 117 \* Date the ccTLD Manager is expected to stop taking registrations that ex-  
118 ceed the date of removal from the Root Zone.
  - 119 \* Date the ccTLD Manager is expected to stop accepting the renewal of ex-  
120 isting registrations that exceed the date of removal from the Root Zone.
  - 121 \* Date the ccTLD Manager is expected to stop accepting the transfer of reg-  
122 istrations that exceed the date of removal from the Root Zone.
  - 123 \* Details of the communications plan to advise the registrants of retirement  
124 of the ccTLD.



- 125 - If the ccTLD Manager wishes to produce a Retirement Plan it must do so  
126 within 12 months of the IFO having sent the Notice of Retirement to the Man-  
127 ager of the retiring ccTLD. The IFO at its discretion can extend the 12 month  
128 limit to a maximum 24 months total. If the IFO grants such an extension it  
129 shall promptly notify the Manager of this.
- 130 - If the ccTLD Manager submits a Retirement Plan to the IFO, the IFO shall pro-  
131 vide a definitive response to the Manager regarding the request for an exten-  
132 sion within 90 days of such a request being received by the IFO. The response  
133 by the IFO ,if positive, shall state the length of the extension which has been  
134 granted. If the response is negative, the IFO shall include the specific reason-  
135 ing for the refusal.<sup>6</sup>
- 136 - If the Manager of the retiring ccTLD and the IFO cannot agree on a Retire-  
137 ment Plan within 12 months, or up to a maximum of 24 months if the IFO  
138 has granted an extension, of the IFO having sent the Notice of Retirement  
139 to the Manager then the IFO shall advise the Manager that the ccTLD shall  
140 be removed from the Root 5 years from the IFO having sent the Notice of  
141 Retirement to the Manager of the retiring ccTLD.

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<sup>6</sup>The WG anticipates that if the request for an extension is rejected and the ccTLD Manager feels that the rejection is inconsistent with the rules it will be able to use the review mechanism that will be developed in part 2 of the ccNSO PDP 3. To avoid any misunderstanding, ICANN's IRP process is not applicable to decisions pertaining to the delegation, transfer and revocation of a ccTLDs.

## 142 **4.5 Exception Conditions**

- 143 • If the Manager becomes non-functional after a Retirement Plan is accepted the  
144 IFO can use the same procedure outlined in the Requirements section to transfer  
145 the ccTLD to a new manager.
- 146 • If the Manager breaches the Retirement Plan the IFO should work with the Man-  
147 ager with the objective of re-instating the Retirement Plan. If this is not possible  
148 the IFO can advise it will return to the initial 5 year retirement period.
- 149 • IDN ccTLDs
- 150 • ISO3166-1 Exceptionally Reserved entries

## 151 **5 Oversight**

## 152 References

- 153 [1] POSTEL, Jon: Domain Name System Structure and Delegation / RFC Editor.  
154 Version: March 1994. <http://www.rfc-editor.org/rfc/rfc1591.txt>. RFC  
155 Editor, March 1994 (1591). – RFC. – ISSN 2070-1721. – <http://www.rfc-editor.org/rfc/rfc1591.txt>  
156
- 157 [2] WIKIPEDIA: *Request for Comments*. [https://en.wikipedia.org/wiki/](https://en.wikipedia.org/wiki/Request_for_Comments)  
158 [Request\\_for\\_Comments](https://en.wikipedia.org/wiki/Request_for_Comments), Last Accessed: 2019-02-08