Policy for the Retirement of ccTLDs

<p style="text-align:center; color:red">DRAFT</p>

ccNSO

2019-01-28

1 Background

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

4. Rights to Names

[...]

   2) Country Codes

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

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

The ISO 3166-1 list is dynamic and country codes are added and removed[1] on a regular basis. When a new country code is added a ccTLD can be added via the standard delegation process by the IANA Naming Functions Operator[2] (IFO). However, as was identified in 2011 by the ccNSO Delegation and Redelegation Working Group, there is no formal policy available for the removal of a ccTLD from the ~~root~~Root Zone when a country code is removed from the ISO 3166-1 list of country names.

2 Policy Objective

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

---

[1]ISO 3166-1, Section 3.4
[2]Currently operated by PTI

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

3 Applicability of the Policy

28 This policy is applicable to all ccTLDs which are ~~a~~ members 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 For the purposes of this document a functional manager is the manager of the ccTLD
32 as listed in the IANA Root Zone~~root~~ database, who is active with respect to the man-
33 agement of the ccTLD and with whom the IFO can officially and effectively commu-
34 nicate.

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

---

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

[4]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 would prevent the IFO from ever removing the retiring ccTLD from the ~~root~~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~~for the ccTLD for~~
43 ~~the purpose of retiring the ccTLD~~. Such a transfer should follow the standard ~~the~~ IFO
44 process ~~for such transfers~~ where possible.

4 Retirement Process

4.1 Expectations

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

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

4.2 Notice of Retirement

Once the IFO has been informed, and confirmed, that a country code has been removed from the ISO 3166-1 list and that the IFO has also confirmed that the ccTLD has a functional manager, it shall promptly notify the Manager of the ccTLD that the ccTLD shall be removed from the Root 5 years (Default Retirement Period) from the date of this notice (Notice of Retirement) unless a ~~R~~retirement ~~P~~plan (see following sections for details) which is ~~mutually~~ agreed[5] to by the Manager and the IFO stipulates otherwise and is in accordance with this Retirement Policy.

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

The IFO shall include with the Notice of Retirement a document describing the ~~R~~reasonable ~~R~~requirements (Reasonable Requirements Document) it expects of a ~~R~~retirement ~~P~~plan and that the IFO will make itself available to the Manager to assist in the development of such a plan should the Manager request it.

---

[5]Failure to reach ~~mutual~~ 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

4.3 Time Span for Retirement

- The IFO cannot require that a retiring ccTLD be removed from the ~~root~~Root Zone less than 5 years from the time the IFO has sent a Notice of Retirement to the retiring ccTLD Manager unless this is mutually agreed by the ccTLD Manager and the IFO.

- Extending the removal of the ccTLD from the Root Zone beyond the Default Retirement Period - If the Manager wishes to request an extension to the Default Retirement Period it must request this from the IFO as part of a Retirement Plan.

- The IFO must remove a retiring ccTLD from the Root no later than 10 years after having sent a Notice of Retirement to the ccTLD manager (Maximum Retirement Period).

- ~~Extending the removal of the ccTLD beyond 5 years:~~

  - ~~An extension to the 5 year retirement period is possible but is at the discretion of the IFO and shall not be unreasonably withheld. The Reasonable Requirements document that the IFO will have included with the Notice of Retirement will describe the factors it will consider when evaluating a request for an extension to the initial 5 year period.~~

  - ~~If the Manager wishes to request an extension to the initial 5 year retirement period it should do so in a Retirement Plan. The request for the extension shall clearly state:~~

92   * The length of the extension requested (a maximum 5 additional years)

93   * The reasons for requesting an extension

94   * An impact analysis which supports the reasons for making the request.

95   – The IFO shall provide a definitive response to the Manager within 60 days of
96   such a request being received by the IFO. The response by the IFO ,if positive,
97   shall state the length of the extension which has been granted. If the response
98   is negative, the IFO shall include the specific reasoning for the refusal[6].

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

105 4.4 Retirement Plan

106   After receiving a Notice of Retirement the Manager must decide if it wishes to re-
107   quest an extension to the Default Retirement Period to remove it's ccTLD from the

---

[6]If the request for an extension is rejected and the ccTLD Manager feels that the rejection is inconsistent with the rules it can appeal the decision via ICANN's IRP process

Root Zone. Within 90 days of the Notice of Retirement having been sent, the Manager shall formally notify the IFO that it has received the Notice of Retirement and advise if it wishes to request an extension to the Default Retirement Period. If the Manager fails to formally notify the IFO within the 90-day period the IFO will consider that no extension is being requested and that the retiring ccTLD will be removed from the Root Zone 5 years from the Notice of Retirement having been sent.

- If the Manager of the retiring ccTLD does not wish an extension beyond the 5 year period stated in the Notice of Retirement it is expected, but not mandatory, that the Manager produce ~~retirement plan~~a Retirement Plan for the ccTLD which would typically include:

    - Date the ccTLD Manager is expected to stop taking registrations that exceed the date of removal from the ~~root zone~~Root Zone.

    - Date the ccTLD Manager is expected to stop accepting the renewal of existing registrations that exceed the date of removal from the ~~root zone~~Root Zone.

    - Date the ccTLD Manager is expected to stop accepting the transfer of registrations that exceed the date of removal from the ~~root zone~~Root Zone.

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

    - Details of the communications plan to advise the registrants of retirement of the ccTLD.

127 • If the manager of the retiring ccTLD wishes to request~~the IFO to grant it~~ an ex-
128 tension beyond the ~~5 year period~~Default Retirement Period stated in the Notice
129 of Retirement it must produce a Retirement Plan which is acceptable to the IFO.
130 ~~The Retirement Plan shall include~~:

131 – Granting an extension to the Default Retirement Period is at the discretion
132 of the IFO but shall not be unreasonably withheld. The Reasonable Require-
133 ments Document that the IFO will have included with the Notice of Retire-
134 ment will describe the factors it will consider when evaluating a request for
135 an extension to the Default Retirement Period. A Retirement Plan which re-
136 quests an extension shall include:

137 * The length of the extension requested (a maximum 5 additional years) in-
138 cluding the proposed date of the removal of the ccTLD from the Root Zone.

139 * The reasons for requesting an extension

140 * An impact analysis which supports the reasons for making the extension
141 request.

142 * Date the ccTLD Manager is expected to stop taking registrations that ex-
143 ceed the date of removal from the Root Zone.

144 * Date the ccTLD Manager is expected to stop accepting the renewal of ex-
145 isting registrations that exceed the date of removal from the Root Zone.

146   * Date the ccTLD Manager is expected to stop accepting the transfer of reg-
147   istrations that exceed the date of removal from the Root Zone.

148   * Details of the communications plan to advise the registrants of retirement
149   of the ccTLD.

150   – If the ccTLD Manager wishes to produce a Retirement Plan it must do so
151   within 12 months of the IFO having sent the Notice of Retirement to the Man-
152   ager of the retiring ccTLD. The IFO at its discretion can extend the 12 month
153   limit to a maximum 24 months total. If the IFO grants such an extension it
154   shall promptly notify the Manager of this.

155   – If the ccTLD Manager submits a Retirement Plan to the IFO, the IFO shall pro-
156   vide a definitive response to the Manager regarding the request for an exten-
157   sion within 90 days of such a request being received by the IFO. The response
158   by the IFO ,if positive, shall state the length of the extension which has been
159   granted. If the response is negative, the IFO shall include the specific reason-
160   ing for the refusal.[7]

161   – If the Manager of the retiring ccTLD and the IFO cannot agree on a Retire-
162   ment Plan within 12 months, or up to a maximum of 24 months if the IFO

---

[7]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.

has granted an extension, of the IFO having sent the Notice of Retirement to the Manager then the IFO shall advise the Manager that the ccTLD shall be removed from the Root 5 years from the IFO having sent the Notice of Retirement to the Manager of the retiring ccTLD.

- ~~The length of the extension requested (a maximum 5 additional years)~~

- ~~The reasons for requesting an extension~~

- ~~An impact analysis which supports the reasons for making the extension request.~~

- ~~Date the ccTLD Manager is expected to stop taking registrations that exceed the date of removal from the root zone.~~

- ~~Date the ccTLD Manager is expected to stop accepting the renewal of existing registrations that exceed the date of removal from the root zone.~~

- ~~Date the ccTLD Manager is expected to stop accepting the transfer of registrations that exceed the date of removal from the root zone.~~

- ~~Date the ccTLD is expected to be removed from the Root Zone.~~

- ~~Details of the communications plan to advise the registrants of retirement of the ccTLD.~~

- ~~If the ccTLD Manager wishes to produce a Retirement Plan it must do so within 12 months of the IFO having sent the Notice of Retirement to the Manager of the retiring ccTLD. The IFO at its discretion can extend the 12 month limit to a~~

182 ~~maximum 24 months total. If the IFO grants such an extension it shall promptly~~
183 ~~notify the Manager of this.~~

184 • ~~If the Manager of the retiring ccTLD and the IFO cannot agree on retirement plan~~
185 ~~within 12 months, or up to a maximum of 24 months if the IFO has granted an~~
186 ~~extension, of the IFO having sent the Notice of Retirement to the Manager then~~
187 ~~the IFO shall advise the Manager that the ccTLD shall be removed from the Root~~
188 ~~5 years from the IFO having sent the Notice of Retirement to the Manager of the~~
189 ~~retiring ccTLD.~~

190 4.5 Exception Conditions

191 • If the Manager becomes non-functional after a Retirement Plan is accepted the
192 IFO can use the same procedure outlined in the Requirements section to transfer
193 the ccTLD to a new manager.

194 • If the Manager breaches the Retirement Plan the IFO should work with the Man-
195 ager with the objective of re-instating the Retirement Plan. If this is not possible
196 the IFO can advise it will return to the initial 5 year retirement period.

197 • IDN ccTLDs

198 • ISO3166-1 Exceptionally Reserved entries

199 • ~~Applicability to non-ccNSO members~~

5 Oversight

Glossary

RFC In information and communications technology, a Request for Comments (RFC) is a type of publication from the technology community. RFCs may come from many bodies including from the Internet Engineering Task Force (IETF), the Internet Research Task Force (IRTF), the Internet Architecture Board (IAB) or from independent authors.

References

[1] POSTEL, Jon: Domain Name System Structure and Delegation / RFC Editor. Version: March 1994. `http://www.rfc-editor.org/rfc/rfc1591.txt`. RFC Editor, March 1994 (1591). – RFC. – ISSN 2070–1721. – `http://www.rfc-editor.org/rfc/rfc1591.txt`

[2] WIKIPEDIA: *Request for Comments*.   `https://en.wikipedia.org/wiki/Request_for_Comments`, Last Accessed: 2019-02-08