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[1] 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[2] (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-**

---

[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 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 For the purposes of this document a functional manager is the manager of the ccTLD
32 as listed in the IANA root database, who is active with respect to the management
33 of the ccTLD and with whom the IFO can officially and effectively communicate.

34 If a ccTLD's country code has been removed from the ISO 3166-1 list and it does
35 not have a functional manager the policy for the retirement of a ccTLD is not appli-
36 cable and the IFO cannot transfer responsibility to a new manager according to its
37 standard process. This set of circumstances would create a deadlock situation which
38 would prevent the IFO from ever removing the retiring ccTLD from the root. To avoid

---

[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 such a deadlock, and only under these specific conditions, this policy allows the IFO
40 to proceed with a transfer of responsibility for the retiring ccTLD to establish a func-
41 tional manager for the ccTLD for the purpose of retiring the ccTLD. Such a transfer
42 should follow the standard the IFO process for such transfers where possible.

43 4 Retirement Process

44 4.1 Expectations

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

48 Note: Given the importance and exceptional nature of the ccTLD retirement process
49 the IFO, prior to sending a Notice of Retirement, should contact the ccTLD Manager
50 and confirm who the IFO should be dealing with regarding the retirement process.
51 The person or role identified by the ccTLD manager to deal with the retirement pro-
52 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 re-moved 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 from the date of this notice (Notice of Retirement) unless a retirement plan which is mutually agreed to by the Manager and the IFO stipulates otherwise and is in accordance with the retirement policy.

In conjunction with the Notice of Retirement the IFO will inform the manager that it is expected, but not mandatory, to produce a mutually agreeable retirement plan for the ccTLD. the IFO should include with the notice a document describing the Reasonable Requirements it expects of a retirement 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.

- The Notice should also clearly state that:

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

    - If the Manager intends on producing a retirement plan it should formally com-municate this to the IFO within 60 calendar days of the IFO having sent the

73   **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 has sent a Notice of Retirement to the retiring ccTLD**
77   **Manager unless mutually agreed by the ccTLD Manager and the IFO.**

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 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 can re-**
82   **quest 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 in its Retirement Plan. The request for the**
85   **extension should clearly state the length of the extension requested (maximum**
86   **5 additional years), the reasons for requesting an extension and an impact analy-**
87   **sis which supports the reasons for making the request. The Reasonable Require-**
88   **ments document that the IFO will have included with the Notice of Retirement**
89   **will describe the factors it will consider when evaluating a request for an exten-**
90   **sion to the initial 5 year period. If an extension request to the initial 5 year period**

91 is made by the Manager of the retiring ccTLD the IFO should provide a definite re-
92 sponse to the Manager within 60 days of the request being received by the IFO.
93 The response by the IFO, if positive, should state the extension that has been
94 granted. If the response is negative, the IFO should include a detailed reasoning
95 for the refusal based on the Reasonable Requirements document.

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

102 – I.

103 4.4 Retirement Plan

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

107 • A retirement plan could typically include commitments to the following:

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

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

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

- **The 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.**

- **A mutually agreeable retirement plan must be produced 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 maximum 24 months total. If the IFO grants such an extension it will promptly notify the Manager of this.**

- **If the Manager of the retiring ccTLD and the IFO cannot achieve a mutually agreeable retirement plan within 12 months, or up to a maximum of 24 months if the IFO has granted an extension, of the IFO having sent the Notice of Retirement to the Manager of the Retiring ccTLD then the IFO should advise the Manager of the retiring ccTLD that the ccTLD will be removed from the root 5 years from the IFO having sent the Notice of Retirement to the Manager of the retiring ccTLD.**

4.5 Exception conditions

128

129 • **Manager becomes non-functional after a retirement agreement is accepted –**
130 **The the IFO can the same procedure outlined in the Requirements to transfer**
131 **the ccTLD to a new manager.**

132 • **Manager breaches the Retirement Agreement – The the IFO should work with**
133 **the Manager with the objective of re-instating the Retirement agreement. If this**
134 **is not possible the the IFO can advise it will return to the initial 5 year retirement**
135 **period.**

136 • **IDN ccTLD's**

137 • **ISO3166-1 Exceptionally Reserved entries**

138 • **Applicability to non-ccNSO members**

5 Oversight

139

140 **References**

141 **[1] Network Working Group:** *RFC 1591.* `https://www.rfc-editor.org/info/`
142 `rfc1591`**, Last Accessed: 2019-02-08**

143 **[2] Wikipedia:** *Request for Comments.* `https://en.wikipedia.org/wiki/`
144 `Request_for_Comments`**, Last Accessed: 2019-02-08**