**Approaches and overall working method.**
For discussion
Version 02
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The PDP retirement was initiated to develop and recommend a policy on retirement of ccTLDs. Based on discussion to date two possible approaches to work on next stage. Please note they are not mutually exclusive. In addition the WG will need to agree on overall method of staging its work.

**A. Defining the Retirement Process**
Under this model the retirement of ccTLDs, probably the simplest model to describe and analyze is:

retirement process
Delegated ccTLDs   ----------------->   Un-delegated ccTLDs (retired, unassigned, other status)?

With respect to the retirement process high level questions are:
  *1. **What are phases of retirement process?*** Initiation, Implementation, Conclusion, other?


  *2. **Initiation of Retirement process***. Looking more closely at the Initiation phase i.e phase when retirement process starts, following question, which are also listed in the Issue report, could structure the discussion going forward:
  I.     who initiates retirement process?
  II.    What are events that cause retirement process?
         Final stage of registration on ISO 3166-1? Change of state on ISO 3166-1: From assigned to un-assigned?
         Other change of state? See scenario document:
         *"1a From Assigned to Transitionally Reserved*
           *New ISO code assigned at the same time, such as in a pure Name*
           *Change (for example ZR to CD) ie a 1-to-1 replacement*
         *1b From Assigned to Transitionally Reserved*
           *No new ISO Code assigned*
         *2 From Exceptionally Reserved to Transitionally Reserved*
         *3 From Transitionally Reserved to Available*
         *4 From Assigned to Exceptionally Reserved*
         *5 From Exceptionally Reserved to Available*

         *6 From Transitionally Reserved to Exceptionally Reserved*
           *Insofar as there is no ccNSO Policy for Adding to Exceptionally*
           *Reserved (as above)"*

  III.   How is retirement initiated? Letter from PTI/ IFO to ccTLDs? ICANN Board decision? Letter from relevant government?

***3. Implementation Phase .*** Assuming the need for implementation of the retirement process: What are consequences once retirement process is initiated, if any, and for whom?

**B. Scenario Approach**
The starting point is end of listing of particular state of the two-letter code (country code) on ISO 3166 – 1.

The model to be used is

Retirement process
End/change of listing ISO 3166-1 ---------------------------------> Retired ccTLDs

**1. End stages/change of listing ISO 3166-1.**To date the following changes end of listing have bene identified by the working group:

1a From Assigned to Transitionally Reserved
   New ISO code assigned at the same time, such as in a pure Name
   Change (for example ZR to CD) ie a 1-to-1 replacement
1b From Assigned to Transitionally Reserved
   No new ISO Code assigned
2  From Exceptionally Reserved to Transitionally Reserved
3  From Transitionally Reserved to Available
4  From Assigned to Exceptionally Reserved
5  From Exceptionally Reserved to Available
6  From Transitionally Reserved to Exceptionally Reserved
   Insofar as there is no ccNSO Policy for Adding to Exceptionally
   Reserved (as above)

**2. Requirements of IDN cTLDs**
The retirement process also includes and is applicable to IDN ccTLDs. As the WG is focusing on the relationship with ISO 3166-1, due to the relation between IDN ccTLDs and ISO3166, the changes discussed under the scenario's could also be relevant for IDN ccTLDs.
**The relation between IDN ccTLDs and ISO 3166-1 is two-fold according to the IDN Fast Track Implementation Plan Requirements**
**(** **https://www.icann.org/en/system/files/files/idn-cctld-implementation-plan-05nov13-en.pdf** **):**

> **Section 2.1 The requirements with relation to IDN ccTLDs**
> To be eligible to enter the IDN ccTLD Fast Track Process, the country or territory must be listed in the International Standard ISO 3166
> -1 (Codes for the representation of names and countries and their subdivisions – Part 1: Country Codes).
>
> The exception to this requirement is the additional eligibility of the European Union, which has an exceptionally reserved code designated by the

ISO 3166 Maintenance Agency (see
http://www.iso.org/iso/support/country_codes/iso_3166_code_lists/iso-
3166-1_decoding_table.htm#EU) and has also been deemed eligible under ICANN
policy for a country - code top - level domain.


**The second ISO 3166 related requirement for IDN ccTLDs ( Section 3.3)**
The IDN ccTLD string(s) must be a meaningful representation of the name of the
corresponding country or territory. A string is deemed to be meaningful if it is in the
official language of the country or territory and if it is:
• The name of the country or territory; or
• A part of the name of the country or territory denoting the country or territory; or
• A short-form designation for the name of the country or territory that is
recognizable and denotes the country or territory in the selected language

The overall recommended policy still needs to be adopted by the Board. However, the same
basic requirements are included.


**3. Describing/developing retirement process per scenario.** Under this model/method for
each of these changes the retirement process, if any, needs to be defined. Question to
structure the retirement process under this model are:
- Is list of relevant changes/ scenario's complete?
- Does change/ scenario cause for retirement process?
- Who initiates retirement process?
- How is retirement initiated? Letter from PTI/ IFO to ccTLDs? ICANN Board decision?
  Letter from relevant government?
- What are consequences once retirement process is initiated, if any and for whom?


**C. Overall working method/staging of work.**
Independent of approach the following working method is proposed:
- Describe and analyze the cases to date. It is proposed that building on the DRD WG
  report, relevant publicly available documentation the "retirements" of ccTLD's to date
  are described, issue identified, if any, and analyzed.
- Based on description and analyses, the WG develops and recommends a policy.


**D. Initial questions to structure the policy development discussions**
- What should be the cause or causes for a retirement process?
- Who should initiate the retirement process?
- How should a retirement be initiated?
- Who should be involved in the retirement process?
- How should the retirement process be structured and operationalized?