Report ccPDP3-Retirement Vote

5 August 2021

1. Background

The ccNSO members voted in July 2021 to determine whether the ccNSO membership supported the ccNSO Council's recommendation to adopt the proposed policy on the retirement of ccTLDs. The timeline of the vote (see Annex A) was was defined as per Annex B of the ICANN Bylaws. Joke Braeken acted as vote manager.

Council developments leading up to the vote

- **4 June 2021**
  The ccNSO Council adopted the resolution to split the third ccNSO Policy Development Process:
  - ccPDP3 Part 1: Retirement of ccTLDs
  - ccPDP3 Part 2: The goal of the Review Mechanism Working Group is to report on and recommend a policy for a review mechanism with respect to decisions pertaining to the delegation, transfer, revocation, and retirement of the delegated Top-Level Domains associated with the country codes assigned to countries and territories listed in the ISO 3166-1 and within the framework of the ccNSO Policy Development Process.
- **8 June 2021**
  The Issue Manager submitted the Final Report on the retirement of ccTLDs to the Chair of the ccNSO Council. The Final Report is available here.
- **17 June 2021**
  During its meeting held at ICANN71, the ccNSO Council has adopted the proposed policy on retirement of ccTLDs. Consult Resolution 174-01 from 17 June 2021 here.

2. Promoting the vote

- On 15 April, the ccNSO held a ccPDP3 and ccPDP4 update to the community webinar. Recordings are available here.
- The ccNSO members and council were informed prior to the start of the voting, about the upcoming procedure: Heads-ups regarding the vote alert were sent on 3 June and 18 June to the ccnso-members@icann.org and ccnsocouncil@icann.org mailing lists, included in the June edition of the monthly ccNSO newsletter and tweets were posted on the ccNSO twitter account.
- The ccNSO members and other interested parties had an opportunity to learn more about the proposed policy during an ICANN71 ccNSO Policy Session.
- The ccNSO Secretariat reached out to each of the Regional Organisations, inviting them to spread the word about the vote among their respective members. All Regional Organisations invited – either via email or via targeted webinars – their members to participate in the voting.   The ccNSO secretariat prepared a slide deck for those webinars.
- While the vote was ongoing, several reminders to vote were sent to the the ccnso-members@icann.org and ccnsocouncil@icann.org mailing lists - as well as via the voting tool - to the e-mail addresses of the primary contacts. The e-mail reminders included regular overviews on how many members already casted their votes. Following the July ccNSO Council meeting, the reminders also included an FAQ section. (see annex B)

3. Launch of the vote

In accordance with the approved timeline, the voting started on Wednesday, 7 July 2021 (00:01 UTC). A formal election notice was published on the ccNSO website on 6 July 2021 and shared that same day with the ccnso-members@icann.org and ccnsocouncil@icann.org mailing lists. The election notice contained, among others, the following information:
- Information on how the election would be conducted
- Election opening and closing dates
- Links with additional information regarding the proposed policy on the retirement of ccTLDs, as well as ccNSO Council's Recommendation to adopt the proposed policy.

The ccNSO Secretariat sent the ballots via the e-mail address tally@icann.org, to the e-mail address of the primary contacts of each ccNSO Member, as listed in the ccNSO Members database.

4. Closure of the vote and results

In accordance with the approved timeline, the vote closed on Wednesday, 28 July 2021 (23:59 UTC). Within 24 hours after closure of the vote, the ccNSO Secretariat sent an email to the ccnso-members@icann.org and ccnsocouncil@icann.org mailing lists with the results. An announcement was published also on the ccNSO website.

At the closure of the vote, 100 ccNSO members out of 172 (58 %) casted their votes:
Total Ballots Cast (including duplicates): 107
Ballots Counted (excluding duplicates): 100
Voters Who Haven't Voted: 72
94 voters supported the ccNSO Council's recommendation to adopt the proposed policy on the retirement of ccTLDs, and 6 voters did not support the recommendation.

The vote passed: it met the Bylaw requirements regarding the minimum number of ccNSO members that needed to lodge their vote, and the minimum number of votes in favour. Minimum 50% of the ccNSO members needed to lodge their vote, and at least 66% of the members needed to vote in favour of the policy in order for the ccNSO members vote to pass.

5. Vote observations

- **Observation 1**

At the time the ballots were distributed, the ccNSO counted 172 members. The number has not changed since. The ccNSO member list is published here.

- **Observation 2**

The ballots were sent by the e-mail address tally@icann.org, to the e-mail address of the primary contact of each ccNSO Member, as listed in the ccNSO Members database.
The Election Process Manager forwarded one ballot to an alternative email address, based on the request of the respective ccTLD manager.
Tally, the tool used to send the ballots, reported delivery errors for some email addresses. The Vote Manager therefore reached out to the IANA administrative contact and the IANA tech contact of the respective ccTLD managers. For one of the aforementioned ccTLD managers, the primary contact was adjusted before closure of the elections.

- **Observation 3**

A ccNSO community member sent a message to the ccNSO members mailing list, regarding one sentence included in the election notice, namely:

> *"Minimum 50% of the ccNSO members need to lodge their vote, and at least 66% of the members need to vote in favour of the policy in order for the ccNSO members vote to pass."*

The community member mentioned that he interpreted "Minimum 50% of the ccNSO members need to lodge their vote" as: "in the case exactly 86 out of 172 members vote, the election is successfully established." The ccNSO Council Chair responded on the members mailing list that this assumption is correct and the vote manager took note of this remark.

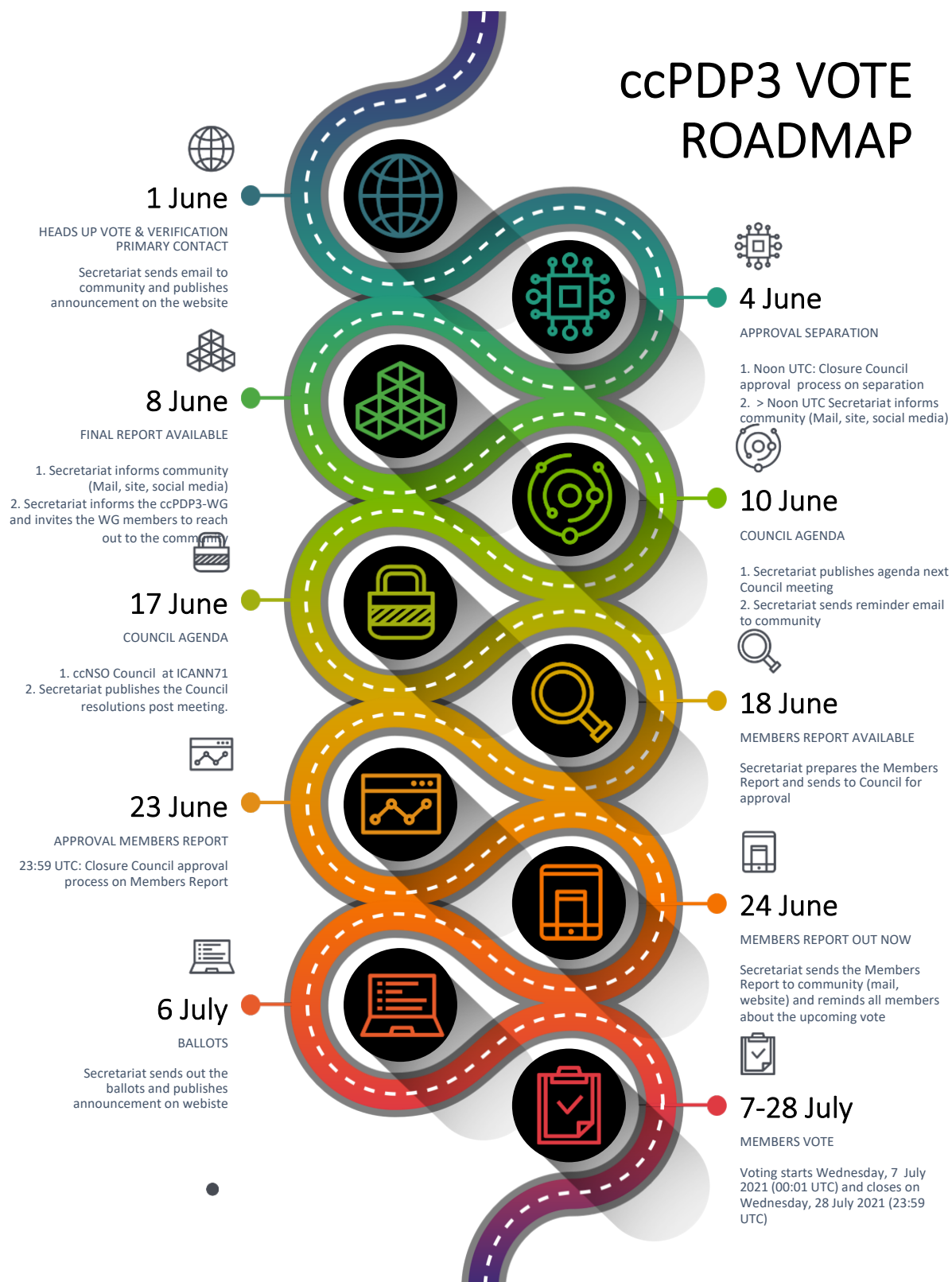Extract from the ICANN Bylaws, Annex B, section 13:

> *13. Members Vote*
> *Following the submission of the Members Report and within the time designated by the PDP Time Line, the ccNSO members shall be given an opportunity to vote on the Council Recommendation. The vote of members shall be electronic and members' votes shall be lodged over such a period of time as designated in the PDP Time Line (at least 21 days long).*
> *In the event that at least 50% of the ccNSO members lodge votes within the voting period, the resulting vote will be employed without further process. In the event that fewer than 50% of the ccNSO members lodge votes in the first round of voting, the first round will not be employed and the results of a final, second round of voting, conducted after at least thirty days notice to the ccNSO members, will be employed if at least 50% of the ccNSO members lodge votes. In the event that more than 66% of the votes received at the end of the voting period shall be in favor of the Council Recommendation, then the recommendation shall be conveyed to the Board in accordance with Item 14 below as the ccNSO Recommendation.*

ANNEX A
Timeline ccPDP3 vote

ccPDP3 VOTE ROADMAP

1 June
HEADS UP VOTE & VERIFICATION PRIMARY CONTACT

Secretariat sends email to community and publishes announcement on the website

4 June
APPROVAL SEPARATION

1. Noon UTC: Closure Council approval process on separation
2. > Noon UTC Secretariat informs community (Mail, site, social media)

8 June
FINAL REPORT AVAILABLE

1. Secretariat informs community (Mail, site, social media)
2. Secretariat informs the ccPDP3-WG and invites the WG members to reach out to the community

10 June
COUNCIL AGENDA

1. Secretariat publishes agenda next Council meeting
2. Secretariat sends reminder email to community

17 June
COUNCIL AGENDA

1. ccNSO Council at ICANN71
2. Secretariat publishes the Council resolutions post meeting.

18 June
MEMBERS REPORT AVAILABLE

Secretariat prepares the Members Report and sends to Council for approval

23 June
APPROVAL MEMBERS REPORT

23:59 UTC: Closure Council approval process on Members Report

24 June
MEMBERS REPORT OUT NOW

Secretariat sends the Members Report to community (mail, website) and reminds all members about the upcoming vote

6 July
BALLOTS

Secretariat sends out the ballots and publishes announcement on webiste

7-28 July
MEMBERS VOTE

Voting starts Wednesday, 7 July 2021 (00:01 UTC) and closes on Wednesday, 28 July 2021 (23:59 UTC)

ANNEX B

ccPDP3 vote FAQ

FAQ#1.
What is this vote about?
To determine whether the ccNSO Community supports the proposed policy on the retirement of ccTLDs

FAQ#2.
Who can vote?
The ballots have been sent to the e-mail address of the primary contacts of each ccNSO Member. Questions? Contact joke.braeken@icann.org

FAQ#3.
When will the election close?
Voting ends 28 July 2021, at 23:59 UTC

FAQ#4.
What is the policy about?
3 main elements:

- **The trigger event for a ccTLD retirement process.** The retirement process starts with the removal of a country code from the ISO3166-1 list of country names. For exceptionally reserved domain names, the trigger event is the fact that the ISO Maintenance Agency makes changes to the reserved 2-letter codes. For IDN ccTLDs, the trigger event will be identified under the ccNSO policy on the (de)selection of IDN ccTLD strings (ccPDP4).
  Note:
  - The trigger is the removal of a country code, not the country code Top Level Domain
  - RFC1591: IANA (the IANA Functions Operator) is not in the business of determining what is and what is not a country. ISO has a process to determine this.
- **Impact of the trigger event on the Root Zone Database.** Once a country code is removed from the ISO3166-1 list, the ccTLD MUST be removed from the DNS rootzone database. The rationale for this is that the link between the ISO3166-list and the list of ccTLDs should be maintained. Also, the ISO Maintenance Agency should be able to assign a 2-letter code to a new Territory.
- **ccTLD retirement process.** Once there is a trigger event, the IANA Functions Operator sends a notice of retirement to the ccTLD Manager, with an invitation to discuss a retirement plan. The removal of the ccTLD from the root zone is foreseen to happen 5 years after the retirement notice. The ccTLD manager - together with PTI - can potentially agree to extend this deadline, with an additional 5 years.

FAQ#5.
Does this policy apply to all ccTLDs?
The policy is directed at ICANN, and is within scope of the ccNSO policy development process, as stated in Annex C of the ICANN Bylaws.

FAQ#6.
Where can I read more about the ongoing election?
To learn more about the ongoing election, the proposed policy on the retirement of ccTLDs, as well as ccNSO Council's Recommendation to adopt the proposed policy, go to https://ccnso.icann.org/en/announcements/announcement-06jul21-en.htm