

# Liberia's country code Top Level Domain (ccTLD) Regulation for its Re-delegation, Management and Operations, 2020

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LTA – ccTLD REG – DRAFT 0004

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Liberia Telecommunications Authority

LTA

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## 4.0 Terms and Definitions

**Country Code Top Level Domain:** The two suffix letters attached to the domain name referring to a country such as the lr in www.Liberia.lr.

**Domain:** Technical identifiers containing alphanumeric characters, used instead of Internet IP addresses indispensable for the communication through the Internet, due primarily to their easy-to-remember nature

**GAC:** The Government Advisory Committee of ICANN which is comprised of appointed representatives of national governments. Its function is to advise the ICANN Board on matters of concern to governments.

**Generic Top Level Domain:** – The non - country specific TLDs such as .com, .org .edu.

**Internet Community:** A diverse society comprising of internet users, network operators, internet services, internet service providers, civil society, researchers, academic institution and the government, among others with interest in internet

**Presence requirements and restrictions:** Many TLDs require registrants to meet certain conditions in order to be able to register a domain name. For example .us requires registrants to be U.S. citizens or residents

**Registrar:** An entity responsible for adding, deleting or modifying information in the registry Database

**Registry:** An entity which maintains and manages records of domain names

**IANA:** Internet Assigned Numbers Authority

**ICANN:** Internet Corporation for Assigned Names and Numbers

**Uniform Domain-Name Dispute Resolution Policy:** An ICANN policy applied by registrars in the .aero, biz, .com, .coop, .info, .museum,

.name, .net, and .org top-level domains to resolve disputes before a registrar can cancel, suspend, or transfer a domain name. It is also called UDRP.

WHOIS: A database which contains registration information about any given domain name, including who registered it, when it was created and who to contact at that domain.

## PART I INTRODUCTION

### 1. Preamble

These Regulations on Liberia’s country code Top Level Domain, (ccTLD) have been developed by the Liberia Telecommunications Authority (“LTA”) pursuant to the Policy Framework on the Management of the country code Top level Domain, the National ICT and Telecommunications Policy, 2011, (“ICT Policy”), and in furtherance of the goals of the Telecommunications Act of 2007 of the Republic of Liberia (“Act”).

These Regulations may be cited as the “ccTLD Regulations”.

### 2. Purpose and Scope of these Regulations

2.1.1 The purpose and scope of these Regulations are:

- A. To facilitate the smooth re-delegation process of Liberia’s dot Lr ccTLD;
- B. To establish the administrative structure of Liberia’s country code Top Level Domain (ccTLD);
- C. To define the role of stakeholders such as the Advisory Committee, the Registry and the within the framework;
- D. To establish rules for the administration of the ccTLD;
- E. To outline the requirements for domain registration and the requirements of the registrars;
- F. To provide for the establishment of a bank account with a registered and recognized bank in Liberia to receive and disburse funds in accordance with these Regulations to be known as the Dot LR ccTLD Fund “the Fund”;
- G. To identify sources of funding for the Operations of ccTLD;
- H. To establish the criteria that activities under the ccTLD may qualify for funding;
- I. To deal with the auditing of the Dot LR ccTLD and related matters; and
- J. To provide for reporting obligations by the Registry to the Board, and other stakeholders.

### 3 Objectives of these Regulations

3.1 These Regulations shall have the following objectives:

- A. To provide a reliable framework for the re-delegation process of the Dot Lr ccTLD regime;
- B. To liberalize the management of Liberia's .lr Country Code Top Level Domain Name;
- C. To establish an inclusive management framework to ensure transparency, accountability and productivity for all parties to the ccTLD regime; and
- D. To put in place mechanism towards achieving the goals of Liberia's country code Top Level Domain as set out in the ICT Policy and the Policy Framework on the Management of Dot LR ccTLD programs, among others.

## Part II. The Re-delegation of Liberia's ccTLD

### 5.0 Re-delegation Process and the Re-delegation Principles

#### 5.1 Re-delegation Process

These regulations shall provide how the transfer of authority shall be executed from Mrs. Mai Urey, as the current Administrative Contact, and Mr. Randy Bush, as the Volunteer Technical Contact of Liberia's ccTLD, to a multi-stakeholder ownership. Such a transfer shall not compromise both technical and public interest criteria. The transfer of authority shall be accomplished in line with the Internet Corporation for Assigned Names and Numbers (ICANN) values, procedures and practices.

#### 5.2 Principles of Re-delegation

The re-delegation Principles of the .lr ccTLD shall take into account core requirements under the ICANN re-delegation principles, to include:

- 1. Operating the ccTLD in the interest of the relevant local community and the global Internet community;
- 2. Conforming to relevant domestic laws and regulations, and international laws and conventions;
- 3. Ensuring that the ccTLD is operated in line with public trust and interest;
- 4. Ensuring that all relevant DNS data are transferred to a designated replacement; and,
- 5. Ensuring the efficient and effective dispute resolution;

## 6. Demonstrating commitment to abide by ICANN policies

### Part III Creation of the Administrative Entities

#### 6.0 The Board Chair and the Composition of the Advisory Committee (Board)

6.1 The Minister of Posts and Telecommunications shall Chair the Advisory Committee

#### 6.2 Establishment of the Advisory Committee

Subject to Part II, Subsection 6.4 of these Regulations, the Minister of Posts & Telecommunications shall establish the Advisory Committee

#### 6.3 Members of the Advisory Committee

The Minister shall appoint Members of the Advisory Committee which shall serve as Board for the Dot LR ccTLD. Advisory Committee shall comprise:

- A. Ministry of Posts & Telecommunications, Chair of the Advisory Committee;
- B. Liberia Telecommunications Authority (LTA), Secretary to the Advisory Committee;
- C. Mrs. Mai B. Urey, Permanent Member;
- D. ISOC-Liberia Chapter, Member;
- E. All Mobile Network Operators (MNOS), Members;
- F. The Liberia Chamber of Commerce, Member;
- G. Internet Service Providers (ISPs);
- H. Liberia Research and Education Network (Tertiary ISP, representing institutions of higher learning); and,
- I. Civil Society with focus on Internet Governance, Member.

#### 6.4 Confirmation of Board

The Minister shall appoint the Board within one month of the coming into effect of these Regulations.

#### 6.5 Options for Board Confirmation

If and or when the Minister fails to perform the duty as specified in Section 6.4 of these Regulations, the authority of those institutions designated in the Policy Framework and established in Section 6.3 of these Regulations to serve as Board Members; shall nominate their representatives and those nominated shall be deemed appointed.

## 6.6 Criteria for Board Membership

Persons nominated and appointed to the Board, shall have good standing, which for the purposes of these Regulations means that each of them shall:

- A. Be a person of integrity and good reputation;
- B. Have knowledge of or experience in the ICT/Telecom sector;
- C. Not be an elected official of Government, nor a candidate for an elected office of Government, whether national, local or provincial for the duration of his or her appointment; and
- D. Not have a criminal record, have been dismissed from any position by reason of mismanagement, or be of unsound mind.

## 6.7 Tenure of Board Members

Members of the Board shall hold office as long as the institution they represent is a member of the Board. However, prolong absence and other incompatible behavior shall be a reasonable ground for a given institution to replace its representatives to ensure the effective working of the Board.

## 6.8 Board Meeting

The Board shall meet quarterly. The Board shall however convene extra sessions as may be dictated by circumstances that could impact the workings of the Registry. The Registry shall provide justifications for the holding of extra Board meetings. Notice of the meeting shall be provided to each member.

### 6.8.1 Presiding over Board Meetings

The Chairperson shall preside at all meetings unless s/he is absent, in which case s/he shall designate a proxy Chairperson for that meeting; and in the absence of such designation, the members present shall elect a proxy Chairperson for that meeting and the proxy Chairperson shall decide the procedure for the meeting.

### 6.782 Meeting Time and Venue

Meetings of the Board shall be held at such times and in such places as the Chairperson reasonably decides and may be held by teleconference or video conference or by any other means that enables all parties to communicate with one another at the same time.

## 6.9 Board Record Retention

- A. The Board shall keep written minutes of all meetings, which shall be made available to any interested party upon written request; and,

- B. A quorum shall be constituted if a simple majority of the membership of the Board is present.

#### 6.10. Decision Making

- A. The Board shall endeavor to make decision based on consensus.
- B. Where consensus building is not possible, decision shall be based on taking vote.
- C. Every Board member is entitled to one vote at meetings and matters arising shall be decided by a simple majority of votes, provided that in the case of a tie the Chairperson shall have a casting or additional vote.

##### 6.10.1 Functions of the Board

The Board's functions shall include, but not be limited to:

- A. Establish the high level vision and agenda for achieving the provision of the ccTLD;
- B. Review from time to time the performance targets for the ccTLD program;
- C. Review and approve the Registry Work plan and Budget annually;
- D. Review and approve the Monitoring and Evaluation Report submitted quarterly by the Registry; and
- E. Appoint and oversee independent auditors in accordance with Section 12.3 of these Regulations.

## 7 Registry

### 7.1 The Registry as an Independent Entity

The Registry shall be an independent and autonomous unit within the Liberia Telecommunications Authority (LTA). It shall be housed within the Department with oversight on Internet Governance and shall report to the Advisory Committee. The Registry shall ensure the uniqueness of registered domains to avoid contestation and engage with the Internet Society (ISOC) from time to time to take into consideration strategies to adopt in meeting its goals.

### 7.2 Responsibility of the Registry

The Registry shall ensure the fair distribution of domains on a first come first serve basis. It shall technically maintain the delegated level and be responsible for DNS server administration. It shall also formulate rules regarding eligibility criteria for the registration of domains, establish parameters of cost and a grace period for the renewal of subscriptions. The Registry shall make recommendations to the Advisory Committee on matters that are technical in nature.

The Registry shall include a Director, a Supervisor, Engineers and a few specialized staff from the LTA, who shall be seconded to manage the Registry until such time when it is deemed appropriate to recruit permanent staff.

### **7.3 Functions of the Registry**

7.3.1 The Registry shall have the following key functions:

- A. Carry out the day to day technical management of the .lr domain name space, in accordance with the guidelines issued by the ccTLD Advisory Committee;
- B. Comply with international best practice in the administration of the .lr domain name space;
- C. Serve as Liberia's ccTLD Manager as well as its Technical and Administrative Contacts
- D. Accredite Domain Name Registrars in accordance with set guidelines;
- E. Monitor the operations of registrars to ensure that they abide by the governing regulations and guidelines; and
- F. Advise the Advisory Committee on matters that are technical in nature, to facilitate its work.

### **8. Government Advisory Committee**

The Ministry of Posts and Telecommunication and the Liberia Telecommunications Authority shall be Liberia's representatives on the Government Advisory Committee of ICANN.

### **9.0 Registrars**

#### **9.1 Accreditation of Registrars**

The registrar shall be any institution accredited by the LTA to register domain names under the Liberian ccTLD program. All registrars shall be required to comply with the Regulations, Rules and Guidelines on Liberia's ccTLD that the LTA shall issue from time to time.

## 9.2 WHOIS Service Database

Every registrar shall maintain a WHOIS service as a database containing registration information about any given domain name, including who registered it, when it was created and who to contact at that domain.

### PART III: Dispute Resolution

#### 10.0 Dispute Resolution Process

Both the Registry and the registrars shall seek to verify all the facts in an effort to resolve disputes before a registrar can cancel, suspend, or transfer a domain name.

The Registry shall manage Liberia's ccTLD in a transparent, accountable and in a non-discriminatory way to avoid potential dispute. It shall issue Rules, Guidelines and other Regulations to address issue of disputes.

All registrars shall:

- A. Actively cooperate with the Registry on the resolution of domain name disputes;
- B. Take necessary measures such as being in compliance with rules and guidelines on domain registration as issued by Registry;
- C. The domain name registration service provider shall wait ten calendar days, calculated from the date on which the decision is published by Registry, before effecting enforcement

### PART IV Revenues

#### 11.0 Revenues

Funds generated under the ccTLD programs shall be applied to the following:

- A. Invested in the necessary infrastructure to support ccTLD programs and services;
- B. Update ccTLD application software periodically;
- C. Pay Liberia's membership dues and obligations to membership organizations;
- D. Facilitate the participation of staff in regional and global study groups; and,
- E. Fund the operational and program expenses of the ccTLD

#### 11.1 Funds Disbursement Requirements

The Registry shall be a signatory to the ccTLD accounts which shall be held in banks in Liberia that the Advisory Committee shall designate. Funds shall be disbursed in line with relevant public laws and in support of the programs of the Registry.

## 11.2 Transparency and Reporting Requirements

The Registry shall establish a website and update it regularly to keep the public informed about its activities and programs. It shall provide periodic reports to the Advisory Committee

## 11.3 Audit

The Advisory Committee shall commission audits of the Registry on an annual basis to ensure that its objectives are achieved.

## 12.0 Sustainability Strategy

LTA shall fund the start-up activities of the Registry. The registry shall raise funds through domain registration fees as determined by the Advisory Committee from time to time as well as from other partners. The Advisory Committee will work with the existing Administrator to ensure a smooth re-delegation process.

Part V: Amendment, Citation and Entry into Force

## 13. Amendment

### 13.1 Review and Amendment

The Registry may review or amend these Regulations in consultation with the Advisory Committee and other stakeholders to ensure that the Regulations are in line with ICANN requirements and practices.

### 13.2 Consultations

In conducting a review or amendment of these Regulations, the Registry shall solicit inputs, advice or comments from diverse stakeholders, in keeping with its Guidelines for Consultation Process to Develop Regulations. Such advice or comments shall not be binding unless they are consistent with ICANN principles and objectives.

### 13.3 Rules, Orders or Notices

The Registry, in consultation with the Advisory Committee, may issue additional rules, orders, or notices on any aspect of these Regulations. Such rules, orders or notices shall be of general application or specific to Liberia's ccTLD management from time to time.

## 14.0 Citation and Entry into Force

### 14.1 Citation

These Regulations may be cited as the Liberia’s ccTLD Regulations, 2019

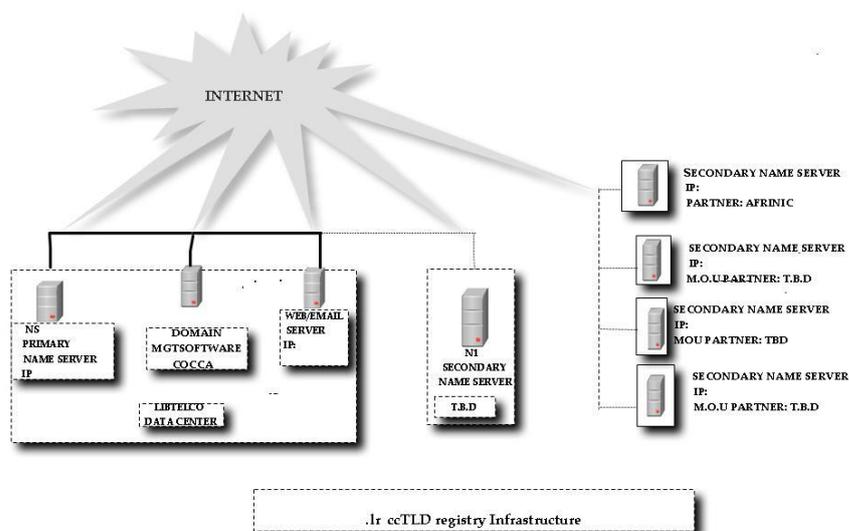
### 14.2 Entry into Force

It shall come into effect on the day it is published by the LTA.

## **APPENDIX A**

### **Proposed Technical Diagram of the .lr ccTLD Infrastructure**

The .lr ccTLD Registry will be hosted on one (1) primary server and also on several secondary servers. The Primary Server will be in-country while the secondary servers that will help to eliminate single point of failure to the .lr ccTLD Registry will be in different geographic locations and on different gateways. Below is the proposed architecture for the .lr ccTLD Registry



## **APPENDIX B**

### **Some Second Level Domains for Different Users**

One critical objective of this Policy Framework is to provide safe internet platform for Liberian internet community at an affordable cost. The other objective is to raise Liberia’s profile on the World Wide Web. The assumption is when many stakeholders make use of the national digital space with Liberia’s unique identity, it will lead to creating more content on the

internet that are Liberian specific. Now is time to provide additional information for different internet users who have need for different second level domains. The information below will enable registrars to help their clients (registrants) on the specific second level domains.

1. .com.lr domains – for Liberian companies and businesses
2. .org.lr – for Liberian non-profit organizations (NGOs, CSO, etc.).
3. .edu.lr – for Liberian academic institutions of higher learning-
4. .gov.lr – for MACs and Government Organizations
5. .biz.lr – for Liberian Business Owners
6. .mil.lr – for Liberian Armed Forces (Military)
7. .sch.lr – for Liberian schools other than institutions of higher learning
8. .ent.lr – for Liberian entertainment bodies
9. .int.lr – for other Liberian institutions
10. .hotel.lr – for Liberian hotels
11. .art.lr – for Liberian art industry

Other Second Level Domains are:

- A. .agr.lr
- B. .asso.lr
- C. .city.lr
- D. .firm.lr
- E. .info.lr
- F. .job.lr
- G. .law.lr
- H. .med.lr
- I. .mus.lr
- J. .name.lr
- K. .net.lr
- L. .news.lr
- M. .ngo.lr
- N. .press.lr
- O. .sports.lr
- P. .tv.lr

## APPENDIX C

### Proposed Delegation Profile of .lr

(Liberia Country-code top-level domain)

This proposed delegation profile of Liberia's ccTLD is patterned after the Ivorian approach where the Registry is situated within the regulatory authority. Like in Cote D'ivoire, LTA shall serve as the Administrative and Technical Contacts of Liberia's ccTLD.

#### ccTLD Manager

Liberia Telecommunications Authority

#### Administrative Contact

Administrative Manager

Liberia Telecommunications Authority

**Email: support@lta.gov.lr**

Voice: +231

Fax

#### Technical Contact

Technical Manager

Liberia Telecommunications Authority

**Email: support@lta.gov.lr**

Voice: +231

Fax

## Name Servers

#### Proposed Server Locations

#### IP Addresses

Primary Server: Libtelco Data Center

XXXXXXXXXX

Secondary Server: ns-lr,Afrinic.net

XXXXXXXXXX

Secondary Server: TBA

XXXXXXXXXX

Secondary Server: TBA

XXXXXXXXXX

#### Registry Information:

URL for registration services

WHOIS Server: whois.....