

.POST Domain Management Policy

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Definitions

For the purposes of this DMP, and without prejudice to other definitions contained herein, the terms below shall be defined as follows:

<i>Applicant</i>	Any legal entity that requests a Community ID and/or registration of a .POST domain.
<i>Community ID</i>	The credentials assigned to an authenticated Applicant.
<i>Domain name</i>	A domain name consists of two or more textual segments separated by dots. For example, in the domain name upu.post, the first part of the name, upu, represents a second-level domain within the top-level domain .POST. Domain names can also have more than two segments, as in gov.it.post. In this example, gov represents a sub-domain (higher-level) within the second-level domain it, which resides in the top-level domain .POST.
<i>Domain Name System or DNS</i>	The global database system that translates a computer's fully qualified domain name into an Internet Protocol (IP) address.
<i>Domain Name System Security Extensions or DNSSEC</i>	A set of Internet Engineering Task Force (IETF) specifications for securing the Domain Name System (DNS). DNSSEC is intended to provide a way for software to check that DNS data have not been modified during Internet transit. This is done by incorporating public key cryptography into the DNS hierarchy to form a chain of trust originating at the root zone.
<i>Entities (or "Partners")</i>	Means Registrant postal sector companies as defined in categories 5 to 9 of the Sponsored Community, subject to authorization by the Sponsor. Any references to "entities" or "partners" in this DMP shall not imply or in any way constitute an endorsement, joint venture, partnership, sponsorship or similar arrangement by the UPU, the Sponsor or any potential or actual member of the Sponsored Community of any other party (or its products and services), whether or not referred to in this DMP as an "entity" or "partner", or an authorization for any party to act as the agent or representative of the other party.
<i>ISO 3166-1 (Codes for the representation of names of countries and their subdivisions)</i>	The international standard for country codes. The purpose of ISO 3166-1 is to establish codes for the representation of names of countries, territories or areas of geographical interest, and their subdivisions, as taken from relevant United Nations sources or from official national information sources.
<i>Registrant</i>	Any legal entity (as "final customer") which registers a .POST domain name, subject to compliance with the provisions of this DMP. This shall not prohibit the sub-delegation of domain names to natural persons by approved classes of Registrants with the explicit consent of the UPU.
<i>Registrar</i>	Any company accredited by ICANN and selected by the Sponsor to register and maintain domains on behalf of its customers – the use of ICANN-accredited registrars for the .POST domain is limited to specific Registrant Groups and shall be subject to the provisions of this DMP as well as other relevant decisions taken by the Sponsor.
<i>Registry</i>	The authoritative, master database of all domain names registered in each top level domain such as .POST. The Registry Operator keeps the master database and also generates the "zone file" which allows computers to route Internet traffic to and from top-level domains anywhere in the world.

<i>Registry Operator</i>	The technical services provider engaged by the Sponsor to keep the master database and also generate the “zone file” which allows computers to route Internet traffic to and from top-level domains anywhere in the world.
<i>Sponsor</i>	The Universal Postal Union (UPU) in its capacity as the signatory to the .POST Sponsorship Agreement with the Internet Corporation for Assigned Names and Numbers (ICANN).
<i>Sub-delegation</i>	The provisioning and/or use of sub-domains (e.g. higher level domains) associated with a domain name registered with the Registry Operator (e.g. address123.it.post or User123.it.post is a sub-domain of it.post (“parent”)).
<i>Top-level domain or TLD</i>	The name at the top of the DNS naming hierarchy, which appears in domain names as the string of letters following the last (rightmost) “.”, such as “post” in “www.example.post”.

1 General principles

1.1 *The .POST sponsored top-level domain (TLD) and the role of the UPU*

1.1.1 The .POST domain is a sponsored top-level domain (hereinafter the “.POST domain”) aimed at constituting a trusted, stable, secure and innovative standard identifier for the postal community and established by and for the use of the members of that community. In particular, the .post domain is a secure and trusted electronic infrastructure on the Internet aimed at serving the needs of the global postal community, including the provision of postal services to citizens of the UPU member countries. In order to properly manage the operation of the .POST domain for the benefit of the postal community defined below (hereinafter the “Sponsored Community”), the Universal Postal Union, a specialized agency of the United Nations and sponsor of the .POST domain (hereinafter the “UPU” or the “Sponsor”), shall be responsible for developing, implementing and enforcing this .POST Domain Management Policy (hereinafter the “DMP”). In connection with any qualified Registrant that is permitted by the UPU to delegate and/or provision the use of sub-domains within their domain name registration, the UPU shall contractually require the Registrant to be the entity primarily responsible for compliance with the policy and security requirements set forth in this DMP and obligations set forth in Section 5. In the event that the Registrant fails to timely enforce the DMP policy and/or security requirements, the UPU shall take necessary action to enforce compliance.

1.2 *Definition of Sponsored Community*

1.2.1 Subject to compliance with this DMP and the relevant UPU decisions and rules, the .POST domain is intended to serve the needs of the Sponsored Community, whose members may include:

- the UPU and its permanent bodies;
- the UPU member countries;
- the designated operators (hereinafter “DOs”) of UPU member countries;
- the Restricted Unions, as defined in the UPU Constitution;
- other postal community members, as authorized by the Sponsor:
 - postal operators other than the DOs;
 - postal entities representing a vast array of commercial organizations supporting the provision of postal services and the postal sector, which may include (without limitation) the following:
 - communications entities that add value to the postal value chain (hybrid mail vendors offering mail design, printing and preparation services, direct marketing vendors supporting the creation of direct mail campaigns, etc.);
 - logistics entities that provide mail and parcel logistics services and support services for the postal industry;
 - suppliers, i.e., specialized vendors providing equipment and services required by postal operators for their operations;
 - payment entities, i.e., vendors providing financial services to the postal community;
 - technology entities, i.e., vendors providing technological services in support of the postal sector;
 - educational institutions with postal service functions, which may include any organization that provides training and education to members of the postal community;
 - postal communities (representative bodies and associations that represent special interest groups in the postal sector).

1.2.2 The Sponsor may at any time amend the definition of the Sponsored Community, in accordance with the provisions of the .POST Sponsored TLD Agreement with ICANN.

1.2.3 The Sponsor shall introduce the .post domain through a phased approach in order to ensure that the vision of a secure and trusted electronic infrastructure on the Internet for the postal sector (and for the provision of postal services) is established in an appropriate manner. The introduction of .POST domain name registrations shall be carried out with the main purpose of ensuring conformity with the aforementioned objectives, and may comprise, at the discretion of the Sponsor, further limitations relating to scheduling of deployment for specific Registrant Groups.

2 Policy principles and structure

2.1 Scope of the DMP

2.1.1 The Sponsor shall establish and approve this DMP in order to ensure consistency and predictability for the .POST domain. In particular, this DMP shall describe the relevant eligibility criteria and the conventions for allocating .POST domain names to registrants, as well as the licensing terms applicable to those registrants, security requirements and the dispute resolution procedures available for the .POST domain.

2.2 Modifications to the DMP

2.2.1 This DMP shall be updated and revised regularly by the UPU in order to reflect its relevant principles and decisions, as well as the goals of the Sponsored Community defined herein. Members of the Sponsored Community may, through the Sponsor, request specific policy modifications. These requests may then be forwarded for consideration of the UPU group responsible for managing the .POST domain and, as the case may be, recommended for final approval by the Sponsor.

2.2.2 Without prejudice to the specific attributions of the UPU bodies as defined in the UPU Acts¹ and in conformity with the Sponsor's delegated authority as defined in the .POST sponsored TLD Agreement, the Sponsor shall retain sole responsibility for approval of any changes to this DMP. The latest version of this DMP shall be available on the following publicly accessible website (www.info.post).

3 Procedure for allocating domain names

3.1 Precondition for allocating domain names

3.1.1 As a precondition for allocating names, any Applicant for a .POST domain name shall, for the duration of the licensing term, belong to a registrant group (identified below) and agree to and comply with the terms of this DMP and its applicable rules, terms and conditions defined by the Sponsor. The two steps needed for allocating a .POST domain name to a registrant, authentication and registration, are described in more detail in sections 3.3 and 3.4 below.

3.2 Registrant groups

3.2.1 On the basis of similar characteristics, registrants are categorized into registrant groups (hereinafter the "Registrant Groups") that represent segments of the Sponsored Community. The DMP defines the relevant eligibility criteria for each Registrant Group.

3.2.2 The Registrant Groups indicated below may, subject to compliance with the relevant UPU rules and decisions, contribute to the development of this DMP by making recommendations, to the Sponsor, concerning the rules and procedures for determining eligibility, domain applicability and the scheduling of deployment. In particular, Registrant Groups may assist in the definition of naming conventions and domain name allocations deemed relevant to their respective segments of the Sponsored Community. Notwithstanding the foregoing, the UPU shall be responsible for defining and approving the aforementioned rules and procedures for the Sponsored Community.

Table 1 – List and descriptions of the Registrant Groups within the Sponsored Community

1 The UPU and its permanent bodies	The Universal Postal Union, an intergovernmental organization and specialized agency of the United Nations represented by the Director General of its International Bureau, encompassing all its permanent bodies.
2 UPU member countries	Countries that are members in fulfilment of the conditions defined in the UPU Constitution.

¹ Further information on the UPU Acts and other legal provisions and procedures relevant to the operation of the .POST domain may be found at www.upu.int.

<i>Other postal sector members authorized by the Sponsor</i>	
3 DOs	Any entity officially designated by a UPU member country to operate postal services and to fulfil the related obligations arising from and in accordance with the UPU Acts on its territory.
4 Restricted Unions	Any entity recognized by the UPU as a Restricted Union in accordance with the UPU Acts.
5 Postal operators other than DOs	Any entity which is not officially designated by a UPU member country as a DO but which may legally provide postal services.
6 Communications entities	Communications entities that add value to the postal value chain (hybrid mail vendors offering mail design, printing and preparation services, direct marketing vendors that support the creation of direct mail campaigns, etc.).
7 Logistics entities	Entities that provide mail and parcel logistics services and support services for the postal industry.
8 Payment entities	Entities that provide financial services in support of the postal community.
9 Suppliers and technology entities	Specialized entities that provide the equipment and services required for the smooth operation of postal services or technological services for the postal community.
10 Educational institutions	Academic or other educational institutions associated with the postal sector, including organizations that provide training and education to the postal community.
11 Postal communities	Representative bodies, communities, associations, foundations and unions representing specific interest groups in the postal sector, or whose purpose relates to postal services in general.

3.3 Authentication

3.3.1 Any Applicant wishing to obtain a .POST domain name shall submit a formal application request (manually or preferably by electronic means) to confirm its eligibility status as a member of the Sponsored Community. In order to be properly processed by the Sponsor, this application request shall contain the following documentation (to be sent in French or English only), without prejudice to any additional information that might be requested by the Sponsor to validate the application request:

- A full description of the Applicant with supporting legal evidence, including location of main offices, legal status of the applicant and jurisdiction under which it is organized; the Applicant shall certify that its main offices are situated in a UPU member country.
- A statement signed by the Applicant that it agrees with and shall comply with this DMP and its applicable terms and conditions defined by the Sponsor (including any amendments thereto), and that use of the .POST domain shall be within the framework of the UPU's mission, scope and objectives, as well as any other relevant decisions and strategies adopted by the UPU for .POST.²
- A presentation of the objective reasons to be granted a .POST domain name, with supporting documentation.
- Where applicable, formal evidence of trademark registration or ownership by the Applicant, or evidence of similar rights to which the requested domain name string (or strings) applies. In this regard, and solely at the discretion of the UPU, evidence of "similar rights" may be shown by demonstrating one or more of the following: (i) proof of actual use of the requested string(s) by the Applicant (such as brochures, trade names and existing websites); (ii) evidence of a legitimate right or interest in the requested string(s) by the Applicant; or (iii) proof that the Applicant has been commonly known by the requested string(s) within its territory.
- Accurate contact details of the Applicant.

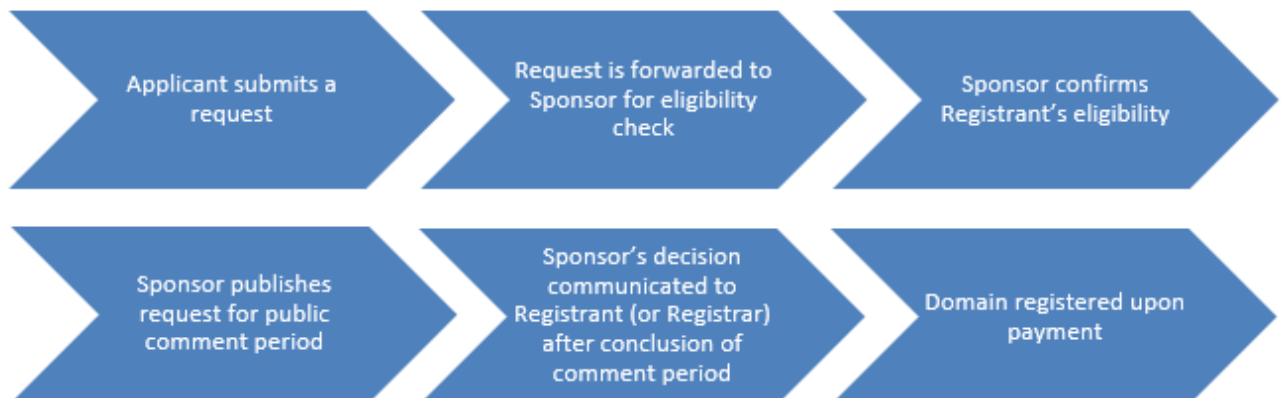
² Further information on the UPU Acts and other legal provisions and procedures relevant to the operation of the .POST domain may be found at www.upu.int.

- 3.3.2 With the exception of domain names reserved by the UPU or those allocated to its member countries and/or DOs, all requests for domain registrations shall be submitted to the Sponsor by way of Registrars from Registrants that have been authenticated by the UPU. The Sponsor shall be solely responsible for approving and granting authentication to any Applicant.
- 3.3.3 The Sponsor shall implement a standardized validation process to ensure the correctness of the information provided by the Applicant and formally review the completed application form and all supporting documentation submitted. Any such review to be performed by the Sponsor shall result in one of the following decisions:
- The authenticated Applicant is issued a Community ID and approved to proceed a domain registration request (Section 3.4).
 - The Applicant fails authentication and is denied a Community ID.
 - If the supporting documentation accompanying the application request is considered insufficient, the Sponsor may, at its sole discretion, request additional information from the Applicant before a final decision on eligibility.

3.4 Registration

- 3.4.1 Authenticated Applicants shall be provided a Community ID by the UPU for registering domains.
- 3.4.2 Once the requirements described in this section have been met by the Applicant and the registration fee paid, the .POST domain requested may be registered, provided it conforms to the rules governing the allocation of .POST domain names and the naming conventions associated with the Applicant's Registrant Group, as defined in section 4 below.
- 3.4.3 In addition to the provisions contained in 3.4.2 above and in the case of registration of domain names by a Registrant which is also a full member of the .POST Group (as classified in any of the .POST Group's L, 1, 2, 3, 4, or 5 membership classes), payment of the relevant fees associated with the registration of domain names shall be deducted from the balance of that Registrant's duly paid annual membership fee, up to the amount of its duly paid membership fee. This specific right shall apply *exclusively* to the Registrant that effected payment of the membership fee mentioned above, and may not be assigned to the registration of domain names by any other Registrant(s).
- 3.4.4 The Sponsor shall reject any registration that does not fulfil the minimum security and technical requirements for the .POST domain as determined by the Sponsor (see Section 8).

3.5 Successful domain allocation summary diagram



4 Rules governing the allocation of .POST domain names

4.1 Basic spelling requirements and other restrictions

- 4.1.1 As regards basic spelling requirements, a .POST second level or higher domain name shall:
- comprise a minimum of three and a maximum of 63 characters;
 - contain no hyphen at the third and fourth positions (tagged domains) (see section 4.2 below);
 - contain only alphanumeric characters (letters of the alphabet and numbers from 0 to 9) and hyphens, or a combination of these characters and hyphens;
 - begin and end with an alphanumeric character, and not a hyphen.
- 4.1.2 The Sponsor reserves the right to establish supplementary restrictions or policies for use of reserved terms in .POST domain names and their sub-domains, particularly in order to protect the future development of the .POST domain as a secure and trusted environment and the integrity of the DNS as related to the provision of postal services or support thereof. Therefore, the use of reserved terms (see section 4.2) in .POST domain names and their sub-domains may be restricted or refused by the Sponsor for specific Registrant Groups. These terms may only be registered or employed by registrants in .POST domain names and sub-domains with the prior authorization of the Sponsor and in conformity with supplementary rules to be defined by the Sponsor in due course.
- 4.1.3 The Sponsor may also establish specific supplementary rules governing the use of reserved terms and codes referring to post offices, offices of exchange, IMPCs or other constituent elements (including iconic postal terms) defined in the UPU Acts for UPU member countries and their DOs.
- 4.1.4 Subject to the provisions contained in this DMP, the Sponsor shall refuse the registration of any .POST domain names that infringe intellectual property rights by publishing, at its own discretion, a list of reserved UPU trademarks and a list of trademarks owned by the UPU, its member countries, Restricted Unions or DOs. In this regard, the UPU reserves the right to limit or refuse registration of second- or higher-level domains by any Applicant in cases where the requested string is identical or confusingly similar to any trademark owned by the UPU, its member countries, Restricted Unions or DOs.
- 4.1.5 The Sponsor may allow the registration of domain names that integrate the “.POST” top-level domain, where a requested domain name replicates, in its entirety or to a substantial degree, the trademark, trade name or service mark supporting the domain name request.

4.2 List of reserved names

- 4.2.1 The UPU shall maintain a list of reserved names available online at www.info.post. This list shall include (i) names contractually required by ICANN in accordance with the .POST Sponsored TLD Agreement; and (ii) names that the UPU has decided in its sole discretion should be reserved in the best interest of the global postal community. Reserved name authorization request forms may also be accessed via the aforementioned link.
- 4.2.2 The UPU reserves the right to amend this list and shall allocate these names in the future under one or more of the identified allocation mechanisms.
- 4.2.3 The UPU's reservation of the names implicitly includes all translations and transliterations of the names appearing on this list.
- 4.2.4 For names consisting of more than one word, (e.g. “customerservice”), all punctuated versions would also not be available for registration. For example, since “customerservice” is reserved then “customer-service” and “customer_service” would not be available for registration.

4.3 Names registered by the Sponsor

- 4.3.1 The Sponsor may register up to 1,000 domain names directly with the Registry Operator, including the geographic and geo-political names and country codes to be allocated to UPU member countries as indicated above, and maintain these names under its direct management, in accordance with this DMP.

4.4 *Domain allocation methods*

- 4.4.1 The UPU has identified the following allocation methods for domains within the .POST TLD:
- 4.4.2 Standard allocation: Domains that are not specifically allocated through one of the other predefined mechanisms in this section shall undergo the following process:
- 4.4.2.1 Requests for domains properly submitted, reviewed and preliminarily approved by the UPU shall be posted on a Pending Domain Allocation List on the relevant UPU websites (as of the time of adoption of this DMP, the info.post and register.post websites) for a minimum of 30 days of public comment. The UPU shall endeavour to update this list at least once a week.
- 4.4.2.2 During this public comment period, third parties may either file a formal objection with the UPU citing the specific basis of its objections, or that third party may seek to apply for that same domain creating a contention set.
- 4.4.2.3 The UPU shall timely review any objection and decide whether to permit the application to proceed, delete the domain request, or designate the domain to the reserved list.
- 4.4.2.4 Following the invocation of a contention set, the UPU can elect to allocate the domain through one of the other enumerated allocation methods, designate the domain to the reserved list, or permit the contention set to remain in effect until a mutually agreeable solution can be reached by all parties, including the UPU.
- 4.4.3 Sponsor Direct Allocation: The UPU may directly pre-allocate or reserve domain names for itself, for particular registrants or for an entire Registrant Group.
- 4.4.4 Request for Proposal: The UPU could elect to conduct an RFP among Applicants for an available domain name. The UPU reserves the right to impose a reasonable cost-recovery fee on any Applicant that chooses to participate in any RFP. The UPU is not bound to select a winner among RFP respondents, and can hold the domain name for future allocation. The rules and procedures for any RFP shall be posted on the relevant UPU websites (as of the time of adoption of this DMP, the info.post and register.post websites).
- 4.4.5 Auction: Multiple requests to register an available domain name may be resolved through an auction. The UPU may utilize a neutral third party (i.e. selected service provider) to conduct auctions in accordance with their rules and policies that shall be available on the relevant UPU websites (as of the time of adoption of this DMP, the info.post and register.post websites).
- 4.4.6 Country code and country name second-level domains
- 4.4.6.1 In accordance with the Sponsor Direct Allocation method identified above, the UPU reserves the right to allocate domain names containing country names and/or the alpha-2 country codes specified in the ISO 3166-1 list to Registrants belonging to Registrant Groups 2 and 3 as defined in table 1 above. However, the allocation of domain names to Group 3 Registrants may only be done by the UPU at the request of the responsible governmental authority of the corresponding UPU member country. Entities shall not be allowed to register domain names containing country names and/or the alpha-2 country codes specified in the ISO 3166-1 list where those entities are not duly authorized by the responsible governmental authorities of the concerned UPU member country. For the purposes of this DMP, only ISO 3166-1 alpha-2 codes corresponding to a UPU member country may be allocated by the Sponsor. The Sponsor shall retain alpha-3 and numeric codes on the reserved names list, as described in Section 4.2 above.
- 4.4.6.2 In the case of more than one DO designated by a UPU member country and as directed by the latter, the UPU reserves the right to limit licensing terms to the respective extent of the designation granted by that UPU member country to each DO.
- 4.5 *Future expanse of the name space*
- 4.5.1 The Sponsor may decide to enable registration of second- or higher-level domains in the .POST domain as per the conditions described herein. All domain levels shall be allocated in accordance with the provisions of this DMP, in conjunction with other relevant UPU rules and decisions.

4.6 Name selection

- 4.6.1 Standard names: Domain names must: (a) not be a Reserved Name; and (b) not be likely to deceive or cause material detriment to a significant portion of the global postal community, its customers or Internet users.
- 4.6.2 Reserved names: A Reserved Name is a domain name not available for registration. The Registry Operator reserves the right to amend the Reserved Name list at any time in accordance with the rights and obligations set forth in the Sponsor TLD Agreement.
- 4.6.3 Non-standard names: A Non-Standard Name (e.g. generic or premium) is (a) not a Reserved Name and (b) not likely to deceive or cause material detriment to a significant portion of the global postal community, its customers or Internet users. More information on .POST premium names is available at www.info.post.

Table 2 – Domain naming conventions and restrictions

Registrant group	Domain type	Spelling convention	Naming examples
1 The UPU and its permanent bodies	Second-level domain	.POST	upu. post poc. post
2 UPU member countries	Second-level domain	.POST <2-letter code>. post	ch. post italy. post
3 DOs	Second- or third-level domain	. post .com. post	swisspost. post swisspost.com. post cn. post or china. post (subject to the authorization of the member country's relevant governmental authority)
4 Restricted Unions	Second-level domain	. post	restrictedunion. post appu. post
<i>Other postal sector members, as authorized by the Sponsor</i>			
5 Postal operators other than DOs	Second or third-level domain	. post com. post	<u>companyname.post</u> <u>genericname.post</u> companyname.com. post
6 through 9 Entities supporting the provision of postal services (comprising communications, logistics, payment, suppliers and technology entities)			
10 Postal educational entities	Second or third-level domain	. post edu. post	<u>Institutionname.post</u> <u>genericname.post</u> institutionname.edu. post
11 Postal communities	Second or third-level domain	. post org. post	<u>communityname.post</u> <u>genericname.post</u> communityname.org. post

5 Rules of use

- 5.1 The use of .POST domain names and their sub-domains shall be within the framework of the UPU mission, scope and objectives as well as the relevant decisions, principles and strategies adopted by the Sponsor for the .POST domain.³ In this regard, the .POST domain is a secure and trusted electronic infrastructure on the Internet aimed at serving the needs of the global postal community, including the provision of postal services as defined in the UPU Acts to citizens of the UPU member countries, as well as any support activities thereof. In particular, the creation and use of sub-domains by registrants shall always comply with this DMP and the relevant UPU decisions and rules.

6 Policies regarding the resolution of disputes

6.1 Uniform domain name dispute resolution policy (UDRP)

- 6.1.1 Without prejudice to any specific curative rights protections afforded to the UPU as an intergovernmental organization, all registrants shall agree to be bound by the UDRP, the Uniform Rapid Suspension dispute resolution procedure (URS) and any supplementary rules thereof, as may be adopted by the Sponsor. The UDRP (and, as appropriate, the URS) shall apply to challenges made to registered second- and higher-level domain names on the grounds that the domain name is identical or confusingly similar to a trademark to which the complainant has rights (the full texts of the UDRP, the URS and any supplementary rules thereof are available at www.icann.org).

7 Audit and compliance

- 7.1 The Sponsor may at any time, either directly or through the intermediary of a third party appointed by the Sponsor, conduct periodical audits aimed at preventing the misuse of Community IDs by Registrants, verifying the .POST domain names registered and revoking any .POST domain names that do not comply with this DMP.
- 7.2 Without prejudice to the required documentation referred to in section 3, any Registrant selected for auditing may be asked to provide additional information aimed at demonstrating that the Registrant satisfies the eligibility requirements set down in this DMP or that the use of the .POST domain name registered complies with this DMP. Should the Registrant fail to accede to any request made by the Sponsor within a reasonable time, the Sponsor may, at any time, cancel any Community ID issued to the Registrant and/or suspend/delete the .POST domain names registered by the Registrant.

8 Security requirements

- 8.1 All Registrants of a .POST domain shall ensure that their use is compliant with the security requirements set forth in the .POST Security Requirements which are available on the relevant UPU websites (as of the time of adoption of this DMP, the info.post and register.post websites).

9 Privileges and immunities

- 9.1 Nothing relating to this DMP or to any activities relating thereto shall constitute a waiver, explicit or implied, of any of the privileges and immunities of the UPU as an intergovernmental organization and specialized agency of the United Nations.

³ Further information on the UPU Acts and other legal provisions and procedures relevant to the operation of the .POST TLD is available at www.upu.int.