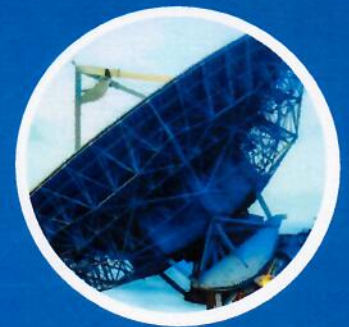
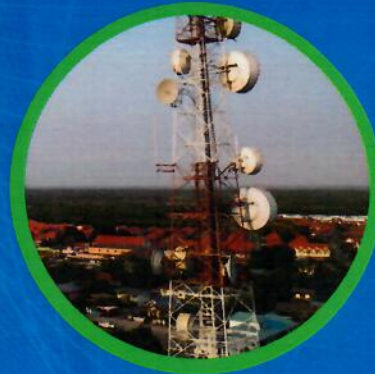
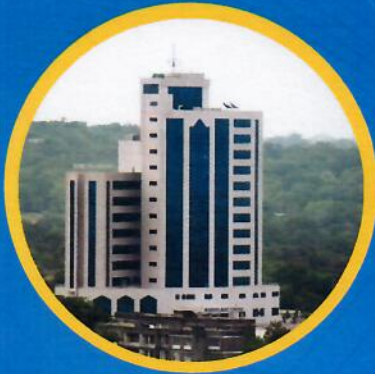




THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF INFORMATION, COMMUNICATION AND  
INFORMATION TECHNOLOGY  
TANZANIA COMMUNICATIONS REGULATORY  
AUTHORITY

ISO 9001:2015 CERTIFIED



# GUIDELINES FOR THE REGISTRATION OF DOT TZ SECOND LEVEL DOMAIN NAMES

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**GUIDELINES**

**FOR**

**THE REGISTRATION OF DOT TZ SECOND LEVEL DOMAIN NAMES**

Document No: TCRA/EXT/DICT/GUS-SLD/001

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Approved by	Title	Signature	Date
Dr. Jabiri K. Bakari	Director General		22/02/22



**PART I**  
**PRELIMINARY**

**1. Citation and Commencement**

These guidelines shall be cited as Guidelines for Registration of Second Level Domain Names for Dot TZ Namespace (.tz), made pursuant to Regulation 10 of the Electronic and Postal Communications (Domain Names Management) Regulations, 2020, G.N.940 of 30/10/2020 and shall come into force on 1<sup>st</sup> March,2022.

**2. Interpretation**

In these Guidelines, unless the context requires otherwise:

“Accredited Registrar” means a legal entity that has been accredited by the Authority to register, delete, add, modify or change domain names under .tz namespace.

“Authority” means the Tanzania Communications Regulatory Authority (TCRA) established under the Tanzania Communications Regulatory Authority Act no. 12 of 2003.

“Application period” means the 120-calendar days’ period after the commencement date, in which an eligible Person can make an application for Priority Status to the Registrar.

“Authorization Code” means the password for transfer of domain only accessible to the owner of the domain and its administrative contact.

“Commencement date” means the date, as determined by the Authority, when registrations in the second level .tz namespace will commence.

“Creation date” means the creation date of the domain name as recorded in the registry database.

“Cut-off date” means the date set by the Authority to determine eligibility for Priority Status.

“Designated person” means the sole person allowed to register domain name in the .tz namespace after an agreement with fellow applicants of the same domain name.

“Domain name” means a unique name that identifies internet resources such as websites that is registered as second level and/or third level domain under .tz ccTLD.

“First come, first served” means that the first Person who applies for registration of a domain name will be entitled to use that domain name, subject to its availability.

“General Availability” means the point in time after the cut-off date, when applications to register a domain name in the .tz namespace may be received from any eligible person on a first come, first served basis.

“Holder” means the registered owner of domain name;

“Person” means the sole individual or representative of an organization allowed to make administrative decisions about a domain name.

“Registrar” means accredited registrar.

" Registry" means a database of Domain Names, their holders and other persons maintained by the Authority and used by the Accredited Registrars as the source for Domain Name registration in the .tz zone maintained by the primary name server;

“Registry Data” means all data maintained in electronic form in the Registry, including:

- a) Holder contact information;
- b) Technical and Administrative contact information;
- c) WHOIS data;
- d) All other data submitted by Registrars in electronic form; and
- e) Any other data concerning particular registrations or name servers maintained in electronic form in the Registry Database.

“Reserved name” means a name which is withheld from the Domain Name System (DNS) and is not available for registration by any Person, except in certain circumstances.

"Second Level Domain Name" or "SLD" means domain name after the .tz top level domain.

“.TZ namespace” means the registration of domains at the second level.

“WHOIS data” means an extract of the domain name namespace data which is made available to the public through a WHOIS or Registration Data Access Protocol (RDAP) service provided by the Registry.

### **3. Introduction**

This document describes the guidelines and procedures governing the registration process of second level domain names for .tz namespace.



#### **4. The Objectives of Guidelines**

The following are the objectives of the second level domain names for .tz namespace registration guidelines:

- a) To establish a transparent and equitable process for priority registration of second level domain names.
- b) To provide protection to existing Holders of domain names as recorded in the Registry Data in order to ensure public confidence and trust in .tz; and
- c) To have an efficient and effective dispute process for the registration of domain names in the second level of the .tz namespace.

## **PART II**

### **RESPONSIBILITIES**

#### **5. Responsibilities**

The responsibilities of the parties involved during administration of second level registration of .tz namespace are described herein as follows:

##### **5.1 Responsibilities of Holder**

- a) To make an application for Priority Status to register in the .tz namespace;
- b) To prove their eligibility for Priority Status to registrars prior to lodging an application as provided by these guidelines.

##### **5.2 Responsibilities of the Registrars**

- a) To verify eligibility of Holders for Priority Status and determine whether they qualify or not.
- b) To submit to the registry a list of qualified Holders for Priority Status.

##### **5.3 Responsibilities of the Registry (The Authority)**

- a) To verify and approve the list of Holders qualifying for Priority Status.
- b) To specify the beginning and end date for the Priority Registration of domain names.
- c) To publish the zone of .tz namespace after the end of Priority Status (Category 2).
- d) To review these guidelines after every 30 days after commencement date.

## PART III GUIDELINES

### 6. Priority Categories

#### a) Priority Category 1

Priority category 1, will commence on **1<sup>st</sup> March, 2022** for three (3) months.

#### b) Priority Category 2

Priority category 2, will commence on **1<sup>st</sup> June, 2022** for one (1) month.

#### c) Priority Category 3 (General Availability)

Priority category 3 is also called General availability, will commence on **1<sup>st</sup> July, 2022**.

### 7. Priority Status

7.1 Dot TZ domain holders are given four months to register their corresponding .tz domain name in two phases, where registered trademark owners and third-level domain holders having the 'right of registration' to the matching .tz domain names are given priority status:

- a) The first phase involves 92 days from **1<sup>st</sup> March, 2022** to **31<sup>st</sup> May, 2022** both days inclusive; and
- b) The second phase involves 30 days from **1<sup>st</sup> June, 2022** to **30<sup>th</sup> June, 2022**.
- c) .tz Registry will reserve all domain names available in the Registry Data with the creation date:
  - i. Before or on the commencement date (Category 1); and
  - ii. After the commencement date and immediately before cut-off date (Category 2).

7.2 Where there are eligible Holders for the same domain name in Category 1 and Category 2, the equivalent second level domain name will be allocated to Category 1.

7.3 Where there are eligible holders for the same domain name, and one of the eligible holders is a government institution, regardless of the category, the equivalent second level domain name will be allocated to the government institution.



- 7.4 A domain name allocated to category 1 in accordance with paragraph 7.1(c)(i) will default to category 2 where no applications for that domain name in category 1 are received before the end of the Application period.

## **8. General Availability**

The second level domain names registration will open to the general public in the first come first served basis. In this phase, the existing third level domains that were not claimed during the priority status period and are not reserved will become available for registration. This phase begins on **1<sup>st</sup> July, 2022** through all our accredited registrars.

- a) A person may apply to register in the .tz namespace from commencement date, subject to the availability of the domain name and satisfying the .tz regulations requirements.
- b) The domain name will be available for registration when:
  - i. The domain name is unavailable in the Registry Data immediately prior to the commencement date; and
  - ii. The name is not a reserved name under .tz regulations.

## **9. Priority status Eligibility**

- 9.1 A person is eligible for priority status:

- a) holds a third level domain name which:
  - i. has a creation date before or on the commencement date; and is recorded in the Registry Data, may apply for Priority Status (Category 1) to register the exact match of that domain name at the second level.
  - ii. has a creation date after the commencement date and immediately before cut-off date, and is recorded in the Registry Data, may apply for Priority Status (Category 2) to register the exact match of that domain name at the second level.

- 9.2 A Person whose third level domain is not recorded in the Registry Data is not eligible to apply for Priority Status.

9.3 In order to apply for Priority Status, the Person must:

- a) hold a third level domain name with a creation date before or on the commencement date (Category 1); or after the commencement date and immediately before cut-off date (Category 2);
- b) not be subject to a dispute resolution or court proceeding in respect to the eligible third level domain name; and
- c) make the application to the Registrar by or on **1<sup>st</sup> March, 2022** for Category 1; or **1<sup>st</sup> June, 2022** for Category 2.

## 10. Application Process

10.1 Any person applying for a second level domain name has to pursue the following process:

- a) Lodge an application for Priority Status to the Registrar for their second level registration using that Registrar's form that include the below:
  - i. The name of the Person applying;
  - ii. The details of the relevant domain name or names;
  - iii. Evidence that the Person satisfies the eligibility criteria for domain name registration in the .tz namespace;
  - iv. Agreement to the Priority Status Terms and Conditions as specified in the application form.
  - v. Proof of payment of the application fee.
- b) Apply for each equivalent second level domain, in each relevant namespace, where the domain name is unique.
- c) Provide the registrar with the authorization code for each eligible third level domain.
- d) Make an application for Priority Status to the Registrar between **1<sup>st</sup> March, 2022** and **30<sup>th</sup> June, 2022** both days inclusive.



- 10.2 A Registrar may reject an application where:
- a) The application for Priority Status is received by the Registrar on or after **1<sup>st</sup> July, 2022**.
  - b) The Person has not provided the authorization code for each third level domain.
- 10.3 A Person's eligibility for Priority Status is determined by the Registrar at the date of making the application.
- 10.4 After making an application, the Person:
- a) Will not be able to update or change their Holder information for the domain name in the Registry Data; and
  - b) Cannot transfer the domain name to another Person during the Application Period; but
  - c) Will be able to renew (if applicable) the domain name during the Application Period.

## **11. Grant of Priority Status**

- 11.1 The Authority will grant a Person Priority Status (Category 1 or 2), in circumstances where a Registrar has determined that:
- a) The Person has provided the authorization code for each third level domain;
  - b) The Person meets the Priority Status (Category 1 or 2) eligibility criteria
  - c) The Person is eligible for a domain registration .tz namespace;
  - d) the Person has agreed to the Priority Status Terms and Conditions; and
  - e) The Person has paid the application fee.
- 11.2 The Authority and the Registrar will determine Priority Status (Category 1 or 2), by reference to the creation date of the domain recorded in the Registry; and use the Registry Data as the sole reference for its determination.

## 12. Priority Status Category 1

- 12.1 Where there are no applications for a domain name in Category 1 by the end of the Application Period, then the domain name will:
- a) Default to Category 2 where there is an application with the same domain name; or
  - b) Where there is no application with that domain name in Category 2, the domain name will be available to the public on a first come, first served basis.
- 12.2 The Authority will publish on its registry portal (karibu.tz) within three calendar days of the close of the Application Period for Category 1, any domain names which will be reallocated to Category 2.
- 12.3
- a) Where there are no other Persons with an application of the same domain name with Priority Status (Category) 1) then:
    - i. That Person may apply to register the exact .tz match of that domain name; and;
    - ii. Register not later than **31<sup>st</sup> May, 2022.**
  - b) If the Person has not registered the domain in accordance with Guideline 10(d), then the name will be available for registration on a first come, first served basis.
- 12.4 Where there are persons with application of the same domain name with Priority Status (Category 1), then the Person with the domain name with the earliest creation date and/or time will be given priority to register the domain name.

## 13. Priority Status Category 2

- 13.1 Where there are no applications for the domain name in Category 2, then the domain name will be made available to the public on a first come, first served basis.



- 13.2 Where there are no other Persons with an application of the same domain name with Priority Status (Category 2) then:
- a) That Person may apply to register the exact .tz match of that domain name; and
  - b) Register no later than **30<sup>th</sup> June 2022**.
- 13.3 If the Person has not registered the domain name in accordance with paragraph 10.1(d) then the name will be available for registration on a first come, first served basis.
- 13.4 Persons with an application of the same domain name with Priority Status (Category 2),
- a) If there are persons with an application of the same domain name with Priority Status (Category 2), then the Person with the domain name with the earliest creation date:
    - i. May apply to register the exact .tz match of that domain name; and
    - ii. Register no later than **30<sup>th</sup> June 2022**.
  - b) If the holder has not registered the domain name in accordance with paragraph 10.1(d), then the name will be available for registration on a first come, first served basis.

Dar es Salaam

22<sup>nd</sup>  
..... FEBRUARY, 2022

Dr. Jabiri K. Bakari

**DIRECTOR GENERAL**