



IDF RA suspension and termination procedures. Version: 11 October 2005

The IDF must ensure persistence of DOIs through a social infrastructure which accommodates the inevitable fact that some RAs may decide to leave the IDF, or may cease to trade. This policy outlines procedures for dealing with DOIs in the event of suspension or termination of an RA.

Principle

- Only approved active RAs can allocate and manage DOIs

That is, DOIs are always under the control of IDF. Many will be static (e.g. printed links) and clearly identified as DOIs. Allowing them out of our quality control procedures dilutes the DOI brand. Existing DOIs must stay in the DOI LHS.

Membership, suspension and termination

- During membership, RAs agree to conform to all IDF terms and conditions.
- When an RA is in breach of conditions it may be placed in suspension according to the by laws. During suspension certain rights may be removed and the RA will be “frozen” though retain the ability to manage existing DOIs.
- Following suspension an RA may be terminated through the implementation of the procedures described below. DOIs will be managed on behalf of the former RA through the IDF RA federation.

Suspension of an RA

The procedure for any RA under suspension includes:

- No access to members-only web site, mail lists, archives, distribution lists, etc.
- No new DOI prefixes issued to the RA
- For existing prefixes:
 - new DOIs under that prefix can be created
 - no existing DOIs under that prefix can be deleted
 - existing DOIs can still be edited
- RA will be responsible for paying IDF maintenance/franchise fee
- A grace period for implementation of these actions may be negotiated by the RA concerned and the IDF.

Termination of an RA

The procedure for an RA which is terminated includes:

- **As for suspension**, plus:
- For RAs which run their own LHS: the virtual Central DOI Directory DD holds copies and Prefix records will be altered to make that Secondary LHS into the Primary and to make the RA LHS irrelevant.
- Removal of RA details from web site (or agreed replacement wording):
- Existing DOIs can no longer be edited by the RA.
- All DOIs assigned by the RA to be:
 - Transferred to another RA under bilateral agreement approved by IDF; *or*
 - Remain in DOI LHS and are managed by another IDF RA, with a bilateral agreement with the old RA if that entity still exists; *or*



- Remain in DOI LHS and are managed by IDF directly (with a static resolution to an agreed message e.g. *"this DOI was assigned by RA X but is no longer active..."*)
- Any existing prefixes with no DOIs assigned under them, or not in use, will be returned to IDF control.
- For any DOIs not transferred to another RA, the former RA is responsible for paying another RA to manage them (at which point the former RA is no longer required to continue paying IDF franchise/maintenance fees)
- IDF may identify and deactivate any DOI prefixes obtained by a suspended RA under which no DOIs have been assigned.

The policy of issuing no new prefixes to a suspended RA, but allowing the continued use of old prefixes both for edits and new DOIs, is intended in the spirit of goodwill to facilitate a mutually acceptable transfer of existing DOIs to an IDF-controlled manager in a timely manner. The transfer will be of DOIs assigned prior to the RA's termination date. The transfer does not allow the continuing use of DOI prefixes issued to an RA, unless otherwise explicitly agreed. IDF may identify and deactivate any DOI prefixes obtained by a suspended RA under which no DOIs have been assigned.

If the spirit and intention of this policy is violated by inappropriate actions (such as undue delays, non-co-operation, or a suspended RA deliberately creating DOIs prior to transfer which cannot be paid for or appropriately managed and transferred), IDF may, after approval from the IDF Board, unilaterally delete or transfer the RAs DOIs or assign an appropriate fixed message as the resolution destination of such DOIs.

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