

# STATE OF ALABAMA

## Information Technology Policy

### **POLICY 520-00: DOMAIN NAMING AND REGISTRATION**

---

In 2002, the .gov domain was expanded for use by federal departments and programs to include state, county and city governments. Beginning in 2003, the .gov URL was made available to only government entities, thus providing a level of confidence to the public of the validity and association with government. In 2004, the Finance Department in observance of a general trend by other state governments decided to move to the .gov URL with the migration of the new state portal and department websites to alabama.gov. The official website of the State of Alabama ([www.alabama.gov](http://www.alabama.gov)) now reflects the primary URL. The dual URL of [www.state.al.us](http://www.state.al.us) and [www.alabama.gov](http://www.alabama.gov) will be kept indefinitely.

#### **OBJECTIVE:**

Establish requirements for the naming and registration of state agency website domains.

#### **SCOPE:**

This policy applies to all Executive Branch agencies, boards, and commissions except those exempt under The Code of Alabama 1975 (Title 41 Chapter 4 Article 11).

#### **RESPONSIBILITIES:**

##### **Agency Management, Information Technology Organization:**

- Agencies must use the .gov domain for all official state and agency web site URLs published on the Internet unless approved by the CIO
- Agencies must submit a written request to the Chief Information Officer to establish any Internet URL with the .gov, alabama.gov, or state.al.us domain
- Agencies registering a domain name other than domain.state.al.us or domain.alabama.gov must use ISD as the primary DNS authority and be registered on the ISD DNS server

##### **Information Services Division (ISD):**

- Develop standard domain naming conventions for agency web sites and e-mail domain names
- ISD, on behalf of the Governor's Office, is responsible for the registration of all primary .gov, alabama.gov, or secondary state.al.us URL names
- Provide the primary host Domain Name System (DNS) for all state websites

##### **Chief Information Officer (CIO):**

- The CIO reserves the right to restrict an agency website to the state's intranet only
- The CIO reserves the right to cancel an agency domain name registration that does not conform to standards

**ADDITIONAL INFORMATION:**

**Domain Naming Conventions:**

- Top-Level Domain: The “.gov” domain; established by the federal government for all government entities.
- Second-Level or Enterprise-Level Domain: Includes “alabama.gov” or “state.al.us” state level domains. Both “alabama.gov” and “state.al.us” are registered through the Government Domain Registration Services to the Information Services Division (ISD).
- Third-Level Domain: This level will be appropriate for identifying the departments within Alabama state government. The identification should consist of the department’s accepted abbreviation format. For example, “finance.alabama.gov” for the Department of Finance.
- Fourth-Level Domain: This level may be used at the discretion of the departments for their department-sponsored programs.

**DNS Guidelines:**

See Information Technology Guideline 662G1: Systems Security.

*By Authority of Director, Information Services Division, Department of Finance*

**DOCUMENT HISTORY:**

Version	Release Date	Comments
520-00	09/01/2011	Replaces Standard 1200-00S1; new format and document number