

## Idaho Technology Authority (ITA)

### ENTERPRISE POLICY – P5000 INFORMATION AND DATA

Category: P5020 – .GOV DOMAIN

#### CONTENTS:

- I. [Authority](#)
- II. [Abstract](#)
- III. [Definitions](#)
- IV. [Policy](#)
- V. [Exemption Process](#)
- VI. [Procedure Reference](#)
- VII. [Contact Information](#)
- VIII. [Intent](#)  
[Revision History](#)

#### I. AUTHORITY

Authority: Idaho Code § 67-831 through § 67-833

#### II. ABSTRACT

Establishes a framework for a single, integrated, enterprise domain for all State of Idaho government entities. Gives citizens a clear indication of websites that are official Idaho State government websites.

#### III. DEFINITIONS

Web Domains / Uniform Resource Locators – Web domains / uniform resource locators (URLs) are addresses that direct users to sites on the World Wide Web and services via the Internet. The “.gov” domain is only available to government and the “Idaho.gov” and “id.gov” are only available to Idaho government.

#### IV. POLICY

The State of Idaho is dedicated to an enterprise approach to the State’s presences on the Internet. An important part of this effort is the enterprise framework. This policy establishes an enterprise domain framework consisting of the following domains:

1. “Idaho.gov” for State of Idaho agencies; and
2. “id.gov” for local government.

The format to be used for websites: “www.‘agency’.idaho.gov.”

For marketing purposes, a URL can be submitted for approval, according to ITA Guideline [G410](#) (Idaho.gov, Id.gov Domains), using a word related to the agency mission in place of the agency name such as: tourism, roads, fish, etc., in the format “ ‘mission-word’.idaho.gov.” A mission-word in combination with “idaho” or “id” can be submitted for approval using the format “‘combined mission-word and state name’.gov” such as “idahoroads.gov” or “visitidaho.gov.” These URL’s will be directed to the agency website.

The format to be used for email: “‘employee’@‘agency’ or ‘mission-word’.idaho.gov.”

The format for employee name is: “firstname.lastname.” There may be times that a number or alpha character will need to be added to make it unique, such as “firstname.lastname1” or “firstname.middleinitial.lastname.”

## **V. EXEMPTION PROCESS**

Refer to ITA Policy [P1010](#) (IT Policies, Standards, and Guidelines Framework).

## **VI. PROCEDURE REFERENCE**

Criteria for the .Gov Domain Policy are detailed in ITA Guideline [G410](#) (Idaho.gov, Id.gov Domains).

## **VII. CONTACT INFORMATION**

For more information, contact the ITA Staff at (208) 605-4064.

## **VIII. INTENT**

To create an enterprise framework that will support the success of digital government, the completion of electronic transactions, and the delivery of online services that recreates a single and easy to recognize presence on the Internet.

## **REVISION HISTORY**

- 05/30/19 – Modernized references to “website” and “email” throughout.
- 07/01/18 – Updated Idaho statute references.
- 07/01/13 – Changed “ITRMC” to “ITA”.
- 06/16/09 – Added Exemption Process, changed the layout and deleted Timeline.
- 08/27/08 – Revised to change the recommended email format to be required “firstname.lastname,” with variations for duplicate names. The time line for

agency compliance was changed from three to two years, as is standard with other ITRMC policies.

08/25/04 – Revised to provide guidance to agencies for the new “ ‘employee’ @ ‘agency’. idaho.gov” email format. Recommended format for employee name is “firstname.lastname.” Also added the option to use a word related to the mission of the agency instead of just the agency name, such as tourism, fishing, business, etc.

Date Established: August 20, 2003