**Domain Exception Request Form**

Date:

Agency/Department:

State Agency Contact Name:

**Commonwealth of Pennsylvania Domain Policy**

In support of the Customer Service Transformation initiative and executive order, the Governor’s Office and Office of Administration are taking steps to consolidate and streamline the Commonwealth’s digital footprint.

**The creation of new websites or web addresses is temporarily suspended. Agencies are instead encouraged to consolidate new web content and applications into their existing central agency domain.**

In accordance with this direction, OA will not approve any requests for new domain names and associated uniform resource locators (URL). Similarly, no new waivers to established IT policy ITP-NET005 (External and Internal Domain Name Services) will be approved.

**Any requests for exceptions must be referred to agency digital directors, who in turn must submit this form to the Governor’s Office. Only signed forms can be submitted to OA/OIT for processing.**

|  |
| --- |
| **Office of the Governor Signature of Approval****Signature:** **Date:** |

**Is this a vanity domain, mid-level domain (MLD), and/or a new domain request?**

*Check all that apply and see the comments for more details.*

[ ]  vanity domain

[ ]  mid-level domain (MLD)

[ ]  new domain request

**Proposed URL**:

**Redirect URL (for vanity domain requests only):**

**Who will be able to access to the information or application located at this domain?** Check all that apply.

**[ ]** Commonwealth of Pennsylvania information technology staff and contractors.

[ ]  Commonwealth of Pennsylvania employees and contractors.

[ ]  Users that possess login credentials, which could include employees and members of the public.

[ ]  Any member of the public with the link will be able to access this domain.

[ ]  Other:

**What is the purpose of this domain? Who is the intended audience for this domain?**