

IRM Reclamation

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IRM Reclamation Procedure

(As defined by the IRM Assignment Guidelines and Procedures)

- Secretariat sends invoice for Maintenance Fees
- Assignee has 30 days to pay invoice
- If no payment is received, Secretariat sends reminder
- After five months of non-payment, Secretariat sends reclamation notice giving company 30 days to pay outstanding maintenance fees
- After six months of non-payment, IRM Administrator reclaims IRM Network Identifiers
- After six month dormancy period, IRMs are available for reassignment
- **Entire process takes one year from invoice being sent to IRMs being available for assignment to another entity.**

IRM Reclamation Procedure

(As currently administered)

- Secretariat sends invoice for fees
- Over the next six months, Secretariat sends regular reminders of need to pay maintenance fees
- After six months of non-payment, Secretariat sends “Reclamation Notice”
- Over the next six months, Secretariat continues to send regular reminders
- At one year, Secretariat sends invoice for new year’s IRM Maintenance Fees and another “Reclamation Notice”
- After 18 months of non-payment, Secretariat sends “Final Notice”
- After 2 years (or more) of non-payment, IRM Administrator reclaims IRM Network Identifiers
- Six months after reclamation, IRMs are available for reassignment to other entities
- **Entire process takes 2 and a half years or more from the first invoice being sent to IRMs being available for assignment to another entity.**

Reasons for Differences Between Procedures

- IRM Administrator and Secretariat desire to ensure that every opportunity is taken to contact company.
- Some companies' financial processes are cumbersome.
- There is high employee turnover at some companies, making it difficult to identify the appropriate contact for billing.
- There's familiarity in the status quo (During the first year of billing, extra time was given before reclamation because of the difficulty in contacting companies. Subsequent years have been administered the same way.)

Procedural Alternatives

- Two and a half years seems excessively long to wait for payment. Additionally, after two years, it is less expensive for assignees to re-apply for the IRM Network Identifiers instead of paying all outstanding IRM fees.
- How long is it reasonable for IFAST to wait for payment after invoices are sent? (Please note that the Secretariat invoices quarterly, at least one month before the due date and sometimes more than three months before the due date.)
- Is there a way to “split the difference” in the two reclamation approaches and create an 18 month long process? This would result in IRM Network Identifiers being reclaimed after one year of non-payment and available for reassignment after 18 months.