[CI] Onboarding a new Project

The Linux Foundation will migrate or onboard your domain ownership, email, and GitHub organizations to meet LF standards. The project will still be responsible for hosting and managing all services, including web sites, unless a specific agreement is made to migrate to LF-managed services.
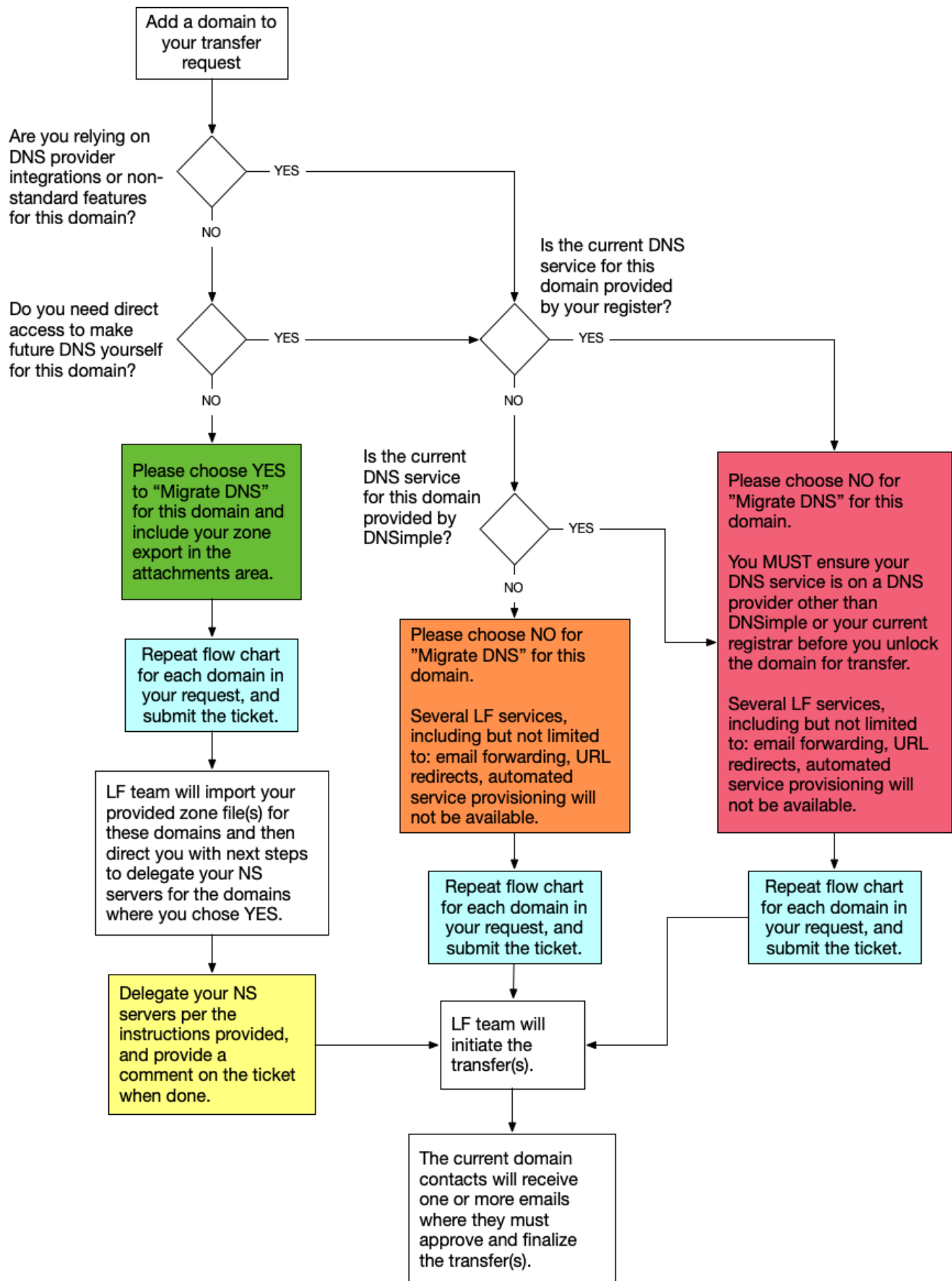
Filling out the form

You will find the form at https://jira.linuxfoundation.org/servicedesk/customer/portal/2/create/144 Please enter the name of the contact at the Linux Foundation you have been working with, and describe the objective of your project and any goals you have in moving IT services under the Linux Foundation.

Domains

Domain management has two parts: the registrar (who owns the domain) and DNS (domain name service, which is the configuration that maps the domain and its subdomains to service providers).

As a Linux Foundation project, you need to transfer the domain to our registrar, however, you should determine whether or not you should migrate the DNS service to us, using the following flow chart:

Add a domain to your transfer request

Are you relying on DNS provider integrations or non-standard features for this domain?

- **YES** → Is the current DNS service for this domain provided by your register?
- **NO** → **Do you need direct access to make future DNS yourself for this domain?**
  - **YES** → Is the current DNS service for this domain provided by your register?
  - **NO** → Please choose YES to "Migrate DNS" for this domain and include your zone export in the attachments area.

Is the current DNS service for this domain provided by your register?

- **YES** → Please choose NO for "Migrate DNS" for this domain.

  You MUST ensure your DNS service is on a DNS provider other than DNSimple or your current registrar before you unlock the domain for transfer.

  Several LF services, including but not limited to: email forwarding, URL redirects, automated service provisioning will not be available.
- **NO** → Is the current DNS service for this domain provided by DNSimple?

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- **YES** → (to red box) Please choose NO for "Migrate DNS" for this domain.
- **NO** → Please choose NO for "Migrate DNS" for this domain.

  Several LF services, including but not limited to: email forwarding, URL redirects, automated service provisioning will not be available.

Please choose YES to "Migrate DNS" for this domain and include your zone export in the attachments area.
↓
Repeat flow chart for each domain in your request, and submit the ticket.
↓
LF team will import your provided zone file(s) for these domains and then direct you with next steps to delegate your NS servers for the domains where you chose YES.
↓
Delegate your NS servers per the instructions provided, and provide a comment on the ticket when done.
↓
LF team will initiate the transfer(s).

Please choose NO for "Migrate DNS" for this domain.

Several LF services, including but not limited to: email forwarding, URL redirects, automated service provisioning will not be available.
↓
Repeat flow chart for each domain in your request, and submit the ticket.
↓
LF team will initiate the transfer(s).

Please choose NO for "Migrate DNS" for this domain.

You MUST ensure your DNS service is on a DNS provider other than DNSimple or your current registrar before you unlock the domain for transfer.

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The current domain contacts will receive one or more emails where they must approve and finalize the transfer(s).

For every domain that you wish to migrate DNS to us, you must export your zone file and upload it to the attachments section of the form.

You must prepare the domain for transfer before submitting the ticket. Please ensure that you have unlocked the domain, exported the zone or migrated to a 3rd-party DNS service if necessary, and disabled any "whois" privacy services on the domain. If you have provided a zone to us, after we import it on our end, we will reach back out to you to change the nameserver delegation to our DNS service before we proceed with the transfer.

These processes on the sending side will vary by registrar. Please consult your domain registrar's documentation or available support channels for help with zone exports, unlocking domains, disabling privacy, and nameserver delegation.

Email

The Linux Foundation can provide an email forwarding service for your primary project domain if you have chosen YES to "Migrate DNS" for that domain. This is an inbound email forwarding service only — there are no inboxes or "send as" capabilities. If you wish to set up or migrate the email for your primary domain to the LF, please attach a spreadsheet (XLS or CSV) that contains each project alias (e.g. info@MYPROJECT.org) and who the recipient(s) are for that address.

GitHub

For compliance reasons, the Linux Foundation needs to have access to each GitHub organization you use to host your code. **Your governance body and authorized community members will still be responsible and accountable for day-to-day administration of repositories, teams, and users.**

Your project should have its own GitHub organization, separate from any GitHub organizations shared in your company or with other projects. If you haven't yet, create a new GitHub organization for your project, and have a user who is an owner in both organizations move each project repository to the new organization.

Then, invite the user "thelinuxfoundation" as an owner at the organization level (not per repository) to your project organization(s).

Also, you will need to ensure your organization is in compliance with the IP Policy of your project, for example, DCO or CLA requirements. To enable DCO enforcement, follow our documentation at http://wiki.linuxfoundation.org/dco.

Then, list the project organization(s) in the request form.