

Chapter : 3003 Ministry of Culture / Department of the National Library

Creation: The the Department of the National Library was established in 1977 under the name the Directorate of Libraries and National Documents in the Ministry of Culture. In 1994 the National Library Department Bylaw No. (5) and amendments thereto for the year 1996 under which both the department of the National Library and Documentation Center were merged to be a separate department connected to the Minister of Culture under the name the Department of the National Library.

Vision : National memory and a message of renaissance

Mission: Preserving, sustaining, maintaining, protecting and transmission of the national memory to future generations.

Legal Framework : Bylaw of the Department of the National Library No. (5) of 1994, and amendments thereto.

Tasks of the Ministry / Department:

- Acquisition, preservation, protection of the national intellectual product and its availability .
- Collecting and keeping books, manuscripts, periodicals, photographs, recordings, videotapes, and other materials relevant to the National Jordanian Heritage
- Collecting, maintaing, organizing and publishing of the documents at budget institutions, documents relevant to Jordan as well as private documents
- Release the national bibliography and organize the standard index.
- Disseminate the specialized and objective indexes, manuals and bibliographies, and facilitating their use and benefit from them.
- Supervise the public libraries and coordinating among them, and standard-setting of library in order to improve the level of libraries in the Kingdom, develop library services and plan to establish new libraries.
- Provide office and information services for researchers and students who benefit from the department's acquisitions.
- Provide photographic and mutual borrowing services at the national level and implement them at the Arab and international levels.
- Organizing conferences and seminars relevant to libraries and documentation, in addition to conduct book fairs and documents exhibition participate in them, whether inside or outside the Kingdom.

Ministry/Department Contribution to the Achievement of the National Objectives:

- Preserve the national intellectual product as required in article 38 of the National Library Regulation No. 5 of the Year 1994.
- Supplying the library with intellectual product
- Popularize and define intellectual products
- Elevating libraries to improve their standards.
- Providing the environment to enrich knowledge and experience and stimulate creativity in the field of intellectual production.
- Strengthening cooperation with national libraries within the country and abroad

Major Issues and Challenges which face the Ministry / Department:

- Re-develop and rehabilitate the professional capacities of employees and workers in the Department especially in the field of languages and the use of computer and office work.
- Create the suitable legislative environment to activate the role of library in the field of archiving and destroying documents and identifying the period for keeping secret documents.
- Enforcing the Copyright Protection Law of 1992 and amendments thereto and cooperate with the relevant entities to reach a situation deterring violators of this law.
- The need for a laboratory for treating documents and books by chemical and physical methods recognized worldwide.
- Create financial funding to digitize all holdings of the department.

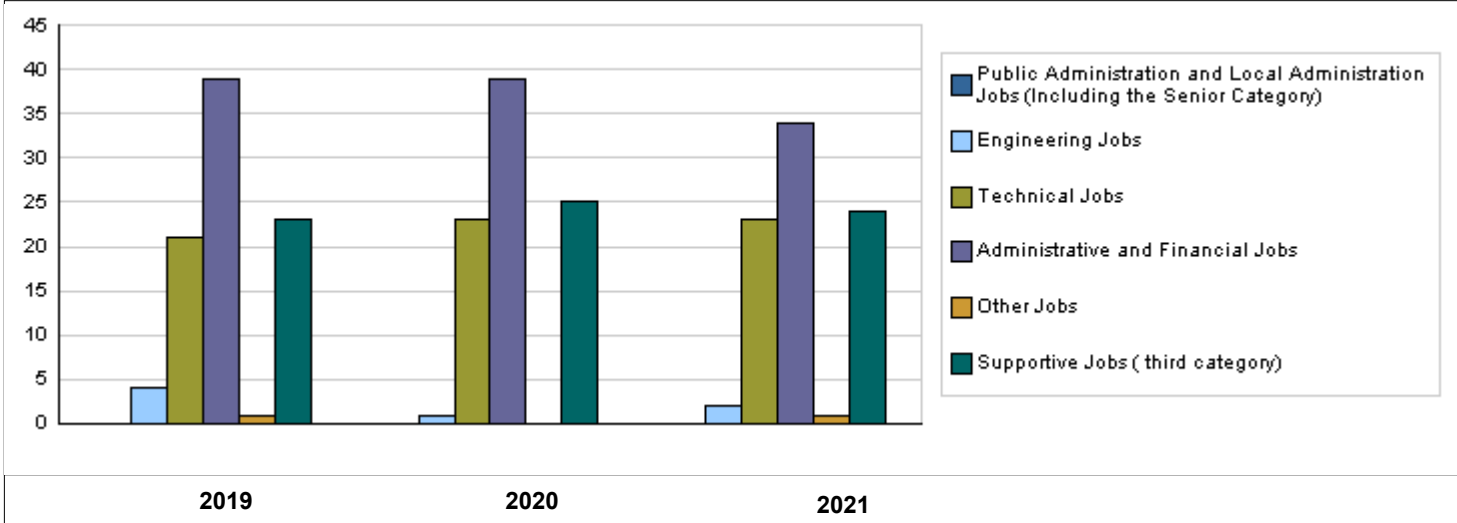
CHAPTER : 3003 Ministry of Culture / Department of the National Library

Strategic Objectives and Performance Indicators of the Ministry / Department

Strategic Objective	Performance Indicator	Base year	Value	Actual Value	Target Value	Preliminary Self Evaluation	Target Value		
				2019	2020	2020	2021	2022	2023
1 - To sustain the cultural activities through stimulating innovators and intellectuals and leverage and attracting competencies in collaboration with relevant institutions.	1 Number of cultural initiatives and events	2019	0	420	450	450	470	490	520
2 - To complete the institutional framework, find channels for cooperation and joint work among cultural institutions, and coordinate and activate policies and legislation.	1 Number of documents archived annually.	2010	30000	65000	67000	67000	69000	71000	72000
	2 Percentage of completion in the National Union Catalog	0	0	0	%10	-	%25	%50	%75
	3 Number of agreements and memorandums of understanding	2018	2	6	8	3	9	10	11
	4 Degree of customer satisfaction	2010	%75	%83	%85	%85	%86	%78	%79
3 - To complete the infrastructure, scale-up of facilities , and train manpower in advanced office areas.	1 Percentage of achievement in the document conservation lab.	2010	%10	0	%10	%10	%25	%45	%55
	2 Percentage of qualified employees in the department	2010	%65	%77	%78	%78	%79	%80	%82
	3 The works that get deposit numbers	2010	5000	6400	6400	6400	6500	6600	6700
4 - To keep up with the developing technology.	1 Number of updated systems	2019	0	0	3	2	1	1	1

Number of Staff of the Ministry / Department

Group	Job	2019			2020			Preliminary 2021		
		Male	Female	Total	Male	Female	Total	Male	Female	Total
Public Administration and Local Administration Jobs (Including the Senior Category)	Leadership jobs	7	6	13	7	7	14	10	13	23
Engineering Jobs	Engineer	4	0	4	1	0	1	2	0	2
Technical Jobs	Programmers and Inspectors	8	13	21	10	13	23	10	13	23
Administrative and Financial Jobs	Administrative and financial jobs	4	35	39	4	35	39	4	30	34
Other Jobs	Legal / inclusive contract	0	1	1	0	0	0	1	0	1
Supportive Jobs (third category)	Administrative services	18	5	23	19	6	25	18	6	24
Total		41	60	101	41	61	102	45	62	107
Public Administration and Local Administration Jobs (Including the Senior Category)		0	0	0	0	0	0	0	0	0
Total		0	0	0	0	0	0	0	0	0
Total Cost of Salaries		219829	321702	541531	224696	334304	559000	266636	367364	634000



Key Information of the Ministry / Department

No.	Description	2017	2018	2019	2020	2021
1	Application of the copyright protection law (number of cases referred to competent courts)	329	189	130	120	120
2	Depository numbers assigned to the national compositions (title)	6200	6500	6336	6350	6400
3	Indexing of compositions before publication	4500	5000	4406	4500	5000
4	Indexing of compositions after publication (number of indexed books)	1700	638	4406	4500	4500
5	Number of archived official gazettes	169	140	114	114	117
6	Number of archived cultural agreements	5	6	19	10	10

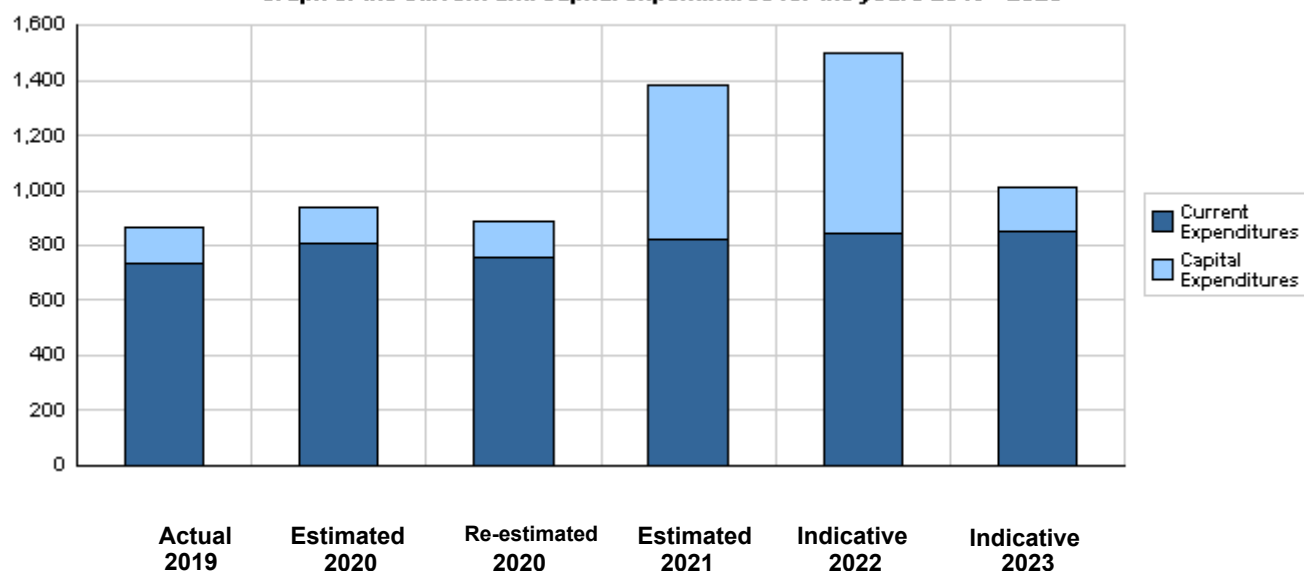
**Overall Summary of Expenditures for Chapter 3003- Ministry of Culture / Department of the National Library
for the Years 2019 - 2023**

(In JDs)

Description		Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022 2023	
Group	Current Expenditures						
2111	Salaries, Wages and Allowances	491,787	535,000	506,000	569,000	576,000	584,000
2121	Social Security Contributions	49,744	58,000	53,000	65,000	66,000	67,000
2211	Use of Goods and Services	187,099	200,000	188,000	176,000	193,000	192,000
2821	Other Current Expenditures	3,971	12,000	11,000	11,000	11,000	11,000
Total current expenditures		732,601	805,000	758,000	821,000	846,000	854,000
Capital Expenditures							
2211	Use of Goods and Services	59,859	75,000	75,000	487,000	580,000	80,000
3112	Devices, Machinery and Equipment	74,765	56,250	56,000	75,000	75,000	75,000
Total capital expenditures		134,624	131,250	131,000	562,000	655,000	155,000
Treasury		134,624	131,250	131,000	562,000	655,000	155,000
Total current and capital expenditures		867,225	936,250	889,000	1,383,000	1,501,000	1,009,000

(Thousands of JDs)

Graph of the current and capital expenditures for the years 2019 - 2023

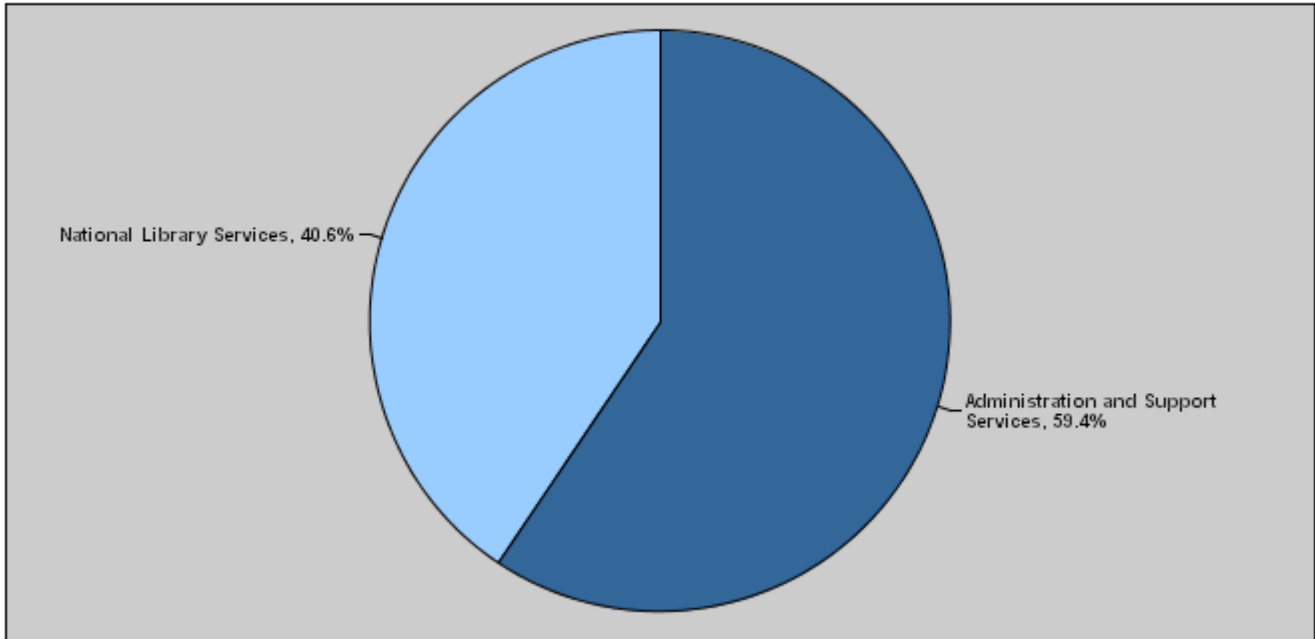


**Budget of Chapter 3003 - Ministry of Culture / Department of the National Library
For the Year 2021 Distributed According to Program**

(In JDs)

Prog.	Description	Current Expenditures	Capital Expenditures	Total Expenditures
5101	Administration and Support Services	821,000	0	821,000
5105	National Library Services	0	562,000	562,000
	Total	821,000	562,000	1,383,000

Total Expenditures for the Year 2021 Distributed According to Programs



Estimated Allocations for Females distributed according to Programs for the Years 2019 - 2023

Program	2019	2020	2021	2022	2023
5101 Administration and Support Services	439500	455400	492600	507600	512400
5105 National Library Services	80700	78700	337200	393000	93000
Total	520200	534100	829800	900600	605400

Budget Chapter 3003 - Ministry of Culture / Department of the National Library Distributed According to the Program

5101 Administration and Support Services Program

Objective of the program :

This program aims to regulate financial and administrative matters and preserve the continuity of the Department's work optimally through the optimal use of competences of the Department's staff.

The strategic objective related to the program :

- To complete the institutional framework, find channels for cooperation and joint work among cultural institutions, and coordinate and activate policies and legislation
- To complete the infrastructure, scale-up of facilities , and train manpower in advanced office areas

Directorates associated with the program :

- 1- Administrative and Financial Affairs Directorate.
- 2- Internal Control Unit.
- 3- IT Directorate.
- 4- Public Relations Directorate.
- 5- Institutional Development Unit.

Services provided by the program :

Organize the administrative and financial issues and maintain the continuity of Department's work.

Staff working in the program :

The program is implemented through a functional staff in 2020 estimated with (102) staff, including (41) males and (61) females .

Key Performance Indicators for Program

Performance Measurement Indicator	Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value		
			2019	2020		2020	2021	2022
1 Percentage of qualified employees in the department	2010	%65	%76	%78	%77	%78	%79	%80

Appropriations Of Administration and Support Services Program as Per Activities and Projects.

(In JDs)

Activities and Projects	Actual	Estimated	Re-estimated	Estimated	Indicative	
	2019	2020	2020	2021	2022	2023
Current Expenditures	732,601	805,000	758,000	821,000	846,000	854,000
601 Administrative and Support Services	732,601	805,000	758,000	821,000	846,000	854,000
Capital Expenditures	0	0	0	0	0	0
Program / Treasury	0	0	0	0	0	0
Total Program	732,601	805,000	758,000	821,000	846,000	854,000

Budget Chapter 3003 - Ministry of Culture / Department of the National Library Distributed According to the Program

5105	National Library Services Program
Objective of the program :	
This program, through its direct association with the strategic goal of the department, aims to preserve and maintain cultural, intellectual, artistic and knowledge product.	
The strategic objective related to the program :	
<ul style="list-style-type: none"> - To sustain the cultural activities through stimulating innovators and intellectuals and leverage and attracting competencies in collaboration with relevant institutions. - To keep up with the developing technology 	
Directorates associated with the program :	
<ul style="list-style-type: none"> 1- Library Services Directorate. 2- Copyright Protection Office. 3- Documentation and Documents Directorate. 	
Services provided by the program :	
Enforce the copyright protection law, assign depository numbers, index national writings, document the official seminars and conferences, keep and maintain the documents.	
Staff working in the program :	
The program is implemented through staff within the Administration and Support Services Program.	

Key Performance Indicators for Program

Performance Measurement Indicator	Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value			
			2019	2020		2020	2021	2022	2023
1	Number of documents archived annually.	2010	30000	65000	67000	67000	69000	71000	72000

Appropriations Of National Library Services Program as Per Activities and Projects.

(In JDs)

Activities and Projects	Actual	Estimated	Re-estimated	Estimated	Indicative	
	2019	2020	2020	2021	2022	2023
Current Expenditures	0	0	0	0	0	0
Capital Expenditures	134,624	131,250	131,000	562,000	655,000	155,000
002 Archiving the government and private documents	59,859	55,000	55,000	60,000	60,000	60,000
006 Writing the history of the Hashemite Kingdom of Jordan in all political, economic, social and military aspects	0	20,000	20,000	20,000	20,000	20,000
007 Project of Sustaining and Modernizing the Department's Computerized Systems	74,765	56,250	56,000	75,000	75,000	75,000
009 Maintaining the Library building	0	0	0	407,000	500,000	0
Program / Treasury	134,624	131,250	131,000	562,000	655,000	155,000
Total Program	134,624	131,250	131,000	562,000	655,000	155,000

Chapter : 3003 Ministry of Culture / Department of the National Library

(In JDs)

Current Activities Appropriations According to Program								
Prog.	Activites		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2019	2020	2020	2021	2022	2023
5101	601	Administrative and Support Services	732601	805000	758000	821000	846000	854000
		Total of Program	732601	805000	758000	821000	846000	854000
		Total	732601	805000	758000	821000	846000	854000

Capital Projects Appropriations According to Program								
Prog.	Projects		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2019	2020	2020	2021	2022	2023
5105	002	Archiving the government and private documents	59859	55000	55000	60000	60000	60000
	006	Writing the history of the Hashemite Kingdom of Jordan in all political, economic, social and military aspects	0	20000	20000	20000	20000	20000
	007	Project of Sustaining and Modernizing the Department's Computerized Systems	74765	56250	56000	75000	75000	75000
	009	Maintaining the Library building	0	0	0	407000	500000	0
		Total of Program	134624	131250	131000	562000	655000	155000
		Total	134624	131250	131000	562000	655000	155000

Overall Summary of Current Expenditures for the Years 2019 - 2023

Chapter: 3003 Ministry of Culture / Department of the National Library

(In JDs)

Group	Item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	14889	3096	3000	4000	3000	3000
	102	Unclassified Employees	122343	135596	125500	126000	127000	128000
	103	Comprehensive Contract Employees	28687	33260	28000	35000	36000	36000
	105	Personal Cost of Living Allowance	134676	137000	134000	140000	140000	140000
	106	Family Cost of Living Allowance	8715	8720	8500	9000	9000	9000
	110	Overtime Allowance	0	10000	10000	20000	20000	20000
	111	Additional Allowance	67404	84740	84500	113000	118000	121000
	113	Transportation Allowance	15828	18000	15000	18000	18000	18000
	114	Transport Allowance	11637	15000	13000	17000	18000	19000
	116	Employees' Bonuses	35388	35000	35000	35000	35000	35000
	120	Contract Employees	52220	54588	49500	52000	52000	55000
Total			491787	535000	506000	569000	576000	584000
2121		Social Security Contributions						
	301	Social Security	49744	58000	53000	65000	66000	67000
Total			49744	58000	53000	65000	66000	67000
22		Use of Goods and Services						
2211		Use of Goods and Services						
	202	Telecommunications Services	2330	5000	4000	4000	5000	5000
	203	Water	2516	4000	4000	5000	10000	10000
	204	Electricity	64998	73000	67000	66000	62000	60000
	205	Fuels	40701	42000	42000	37000	40000	40000
	206	Maintenance of Machines, furniture and accessories	4999	5000	4000	3000	5000	5000
	207	Maintenance of vehicles, equipment and accessories	8311	5000	4000	4000	5000	5000
	208	Repair and maintenance of buildings and accessories	15500	17000	15000	13000	20000	20000
	209	Stationery, Publications and Office Supplies	3999	4000	4000	4000	4000	4000
	210	Substances and raw materials (medicines, clothes, food, films, etc..)	3496	3000	3000	3000	3000	3000
	211	Cleaning services and supplies including cleaning contracts	21972	22000	22000	22000	23000	24000
	212	Insurance	2602	3000	3000	4000	4000	4000
	213	Official Travel Missions	2895	3000	2000	2000	2000	2000
	214	Goods and services expenses	12780	14000	14000	9000	10000	10000
Total			187099	200000	188000	176000	193000	192000
28		Other Expenditures						
2821		Other Current Expenditures						
	302	Contributions	611	5000	5000	5000	5000	5000
	303	Scientific scholarships and training courses	1925	5000	4000	1000	1000	1000
	305	Non-Employees' Bonuses	1435	2000	2000	5000	5000	5000
Total			3971	12000	11000	11000	11000	11000
Total of Chapter			732601	805000	758000	821000	846000	854000

Program : 5101 - Administration and Support Services								
Activity : 601 - Administrative and Support Services								
Group	Item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	14889	3096	3000	4000	3000	3000
	102	Unclassified Employees	122343	135596	125500	126000	127000	128000
	103	Comprehensive Contract Employees	28687	33260	28000	35000	36000	36000
	105	Personal Cost of Living Allowance	134676	137000	134000	140000	140000	140000
	106	Family Cost of Living Allowance	8715	8720	8500	9000	9000	9000
	110	Overtime Allowance	0	10000	10000	20000	20000	20000
	111	Additional Allowance	67404	84740	84500	113000	118000	121000
	113	Transportation Allowance	15828	18000	15000	18000	18000	18000
	114	Transport Allowance	11637	15000	13000	17000	18000	19000
	116	Employees' Bonuses	35388	35000	35000	35000	35000	35000
	120	Contract Employees	52220	54588	49500	52000	52000	55000
		Total	491787	535000	506000	569000	576000	584000
2121		Social Security Contributions						
	301	Social Security	49744	58000	53000	65000	66000	67000
		Total	49744	58000	53000	65000	66000	67000
22		Use of Goods and Services						
2211		Use of Goods and Services						
	202	Telecommunications Services	2330	5000	4000	4000	5000	5000
	203	Water	2516	4000	4000	5000	10000	10000
	204	Electricity	64998	73000	67000	66000	62000	60000
	205	Fuels	40701	42000	42000	37000	40000	40000
	001	Heating	37707	38000	38000	33000	35000	35000
	002	Saloon vehicles	2994	4000	4000	4000	5000	5000
	206	Maintenance of Machines, furniture and accessories	4999	5000	4000	3000	5000	5000
	207	Maintenance of vehicles, equipment and accessories	8311	5000	4000	4000	5000	5000
	208	Repair and maintenance of buildings and accessories	15500	17000	15000	13000	20000	20000
	209	Stationery, Publications and Office Supplies	3999	4000	4000	4000	4000	4000
	210	Substances and raw materials (medicines, clothes, food, films, etc.)	3496	3000	3000	3000	3000	3000
	211	Cleaning services and supplies including cleaning contracts	21972	22000	22000	22000	23000	24000
	212	Insurance	2602	3000	3000	4000	4000	4000
	213	Official Travel Missions	2895	3000	2000	2000	2000	2000
	214	Goods and services expenses	12780	14000	14000	9000	10000	10000
	001	Events and hospitality	2549	3000	3000	1000	1000	1000
	008	Advertisements and subscriptions	933	1000	1000	1000	1000	1000
	013	Services, security and guarding contracts	6800	8000	8000	6000	6000	6000
	121	Administrative expenses	2498	2000	2000	1000	2000	2000
		Total	187099	200000	188000	176000	193000	192000
28		Other Expenditures						
2821		Other Current Expenditures						
	302	Contributions	611	5000	5000	5000	5000	5000
	303	Scientific scholarships and training courses	1925	5000	4000	1000	1000	1000
	305	Non-Employees' Bonuses	1435	2000	2000	5000	5000	5000
		Total	3971	12000	11000	11000	11000	11000
		Total of Activity	732601	805000	758000	821000	846000	854000
		Total of Program	732601	805000	758000	821000	846000	854000
		Total of Chapter	732601	805000	758000	821000	846000	854000

Overall Summary of Capital Expenditures for the Years 2019 - 2023

Chapter : 3003 Ministry of Culture / Department of the National Library

(In JDs)

Group	Item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
		Expenditures						
22		Use of Goods and Services						
2211		Use of Goods and Services						
	510	Buildings and facilities repair and maintenance	0	0	0	407000	500000	0
	512	Operating and Sustaining Expenditures	59859	75000	75000	80000	80000	80000
Total			59859	75000	75000	487000	580000	80000
		Fixed Assets						
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices	74765	56250	56000	75000	75000	75000
Total			74765	56250	56000	75000	75000	75000
Total of Chapter			134624	131250	131000	562000	655000	155000

Capital Expenditures According to Program and Projects for the Years 2019 - 2023

Chapter : 3003 Ministry of Culture / Department of the National Library

(In JDs)

Program 5105 National Library Services								
Project 002 Archiving the government and private documents								
Fund Source 102001 Capital (Treasury)								
Group	item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	014	Archiving and documentation	59859	55000	55000	60000	60000	60000
Total of Item			59859	55000	55000	60000	60000	60000
Total of Project / Treasury			59859	55000	55000	60000	60000	60000
Project 006 Writing the history of the Hashemite Kingdom of Jordan in all political, economic, social and military aspects								
Fund Source 102001 Capital (Treasury)								
Group	item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	014	Archiving and documentation	0	20000	20000	20000	20000	20000
Total of Item			0	20000	20000	20000	20000	20000
Total of Project / Treasury			0	20000	20000	20000	20000	20000
Project 007 Project of Sustaining and Modernizing the Department's Computerized Systems								
Fund Source 102001 Capital (Treasury)								
Group	item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	74765	56250	56000	75000	75000	75000
Total of Item			74765	56250	56000	75000	75000	75000
Total of Project / Treasury			74765	56250	56000	75000	75000	75000
Project 009 Maintaining the Library building								
Fund Source 102001 Capital (Treasury)								
Group	item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
22		Use of Goods and Services						
2211		Use of Goods and Services						
	510	Buildings and facilities repair and maintenance						
	008	Buildings and facilities maintenance	0	0	0	407000	500000	0
Total of Item			0	0	0	407000	500000	0
Total of Project / Treasury			0	0	0	407000	500000	0
Total of Program			134624	131250	131000	562000	655000	155000
Total of Chapter			134624	131250	131000	562000	655000	155000