

**Action Plan and Implementation Timeline for the Reorganization of  
The Public Debt Department of the Ministry of Finance, Jordan**

<b>Annual Objectives</b>	<b>Measure(s) of Success</b>	<b>Activities (limit 4-5 activities per objective)</b>	<b>Q4 2016</b>	<b>Q1 2017</b>	<b>Q2 2017</b>	<b>Q3 2017</b>	<b>Completion Date</b>
<b>Reorganization of the Front Office</b>							
1) Establishment and staffing of the Domestic Front Office (DFO) section	Separation of DFO responsibilities from the External Front Office Duties, fully staffed, training (in progress)	DFO Sub-Director appointed	C				05/10/16
		Staffing-4 total persons-communications, mathematics, analytical, economics, computer skills	P	X	C		06/30/17
		Allocation of duties and responsibilities	P	C			31/03/17
		Training of Staff	P	X	X	X	Ongoing
		Design and initiate communications program	P	C			31/03/17
2) Establishment and staff the External Front Office (EFO) section	Separation of EFO responsibilities from the DFO duties, fully staffed, training (in progress)	Staffing-4 persons incl. 1 legal, translator	P	X	C		30/06/17
		Allocation of duties and responsibilities	P	C			31/03/17
		Training of staff	P	X	X	X	Ongoing

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3) Establishment of the Islamic Financing section of the Front Office (IF-FO)	Create IF-MO and establish responsibilities, fully staffed, training (in progress)	IF-MO Sub-Director appointed	C				5/10/16
		Staffing-2	C				
		Allocation of duties and responsibilities	P	C			31/03/17
		Training of Staff	P	X	X	X	Ongoing
<b>Reorganization of the Middle Office</b>							
4) Reorganize the Research, Statistics and Studies division of the Middle Office (S-MO)	Create S-MO and establish responsibilities, fully staffed, training (in progress)	S-MO Sub-Director appointed	C				5/10/16
		Staffing-4 persons-incl. 1 mathematics, 1 economics, 1 finance	P	X	C		30/06/17
		Allocation of duties and responsibilities	P	C			31/03/17
		Training of Staff	P	X	X	X	Ongoing

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5) Reorganize the Audit division of the Middle Office (A-MO)	Create A-MO and establish responsibilities, fully staffed, training (in progress)	S-MO Sub-Director appointed	C				5/10/16
		Staffing-3 person-incl. 1 economics, 1 IT	C				
		Allocation of duties and responsibilities	P	C			31/03/17
		Training of Staff	P	X	X	X	Ongoing
<b>Reorganization of the Back Office</b>							
6) Reorganization of the Back Office (BO)	Finalize duties and responsibilities of BO personnel and determine appropriate training requirements (in progress)	Staffing 9 persons	C				31/12/16
		Reaffirm allocation of duties and responsibilities	X	C			31/03/17
		Training of Staff	P	X	X	X	Ongoing

progress

C= Completed

**Note:** In terms of staffing requirements, some of those indicated as “in place” could conceivably be replaced in order to upgrade capacity.