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JORDAN RULE OF LAW PROGRAM

17TH QUARTERLY REPORT

OCTOBER – DECEMBER 2012

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ACRONYMS

ABA	American Bar Association
AU	Administrative Units
CFPJ	ROLP Grantee/NGO, Journalist Protection Center
COP	Chief of Party
CSS	Client Support Specialist
DCOP	Deputy Chief of Party
EU	European Union
FI	First Instance
FJP	Future Judges Program
IEC	Independent Electoral Commission
IFES	International Foundation for Electoral Systems
JC	Judicial Council
JJ	Judicial Institute of Jordan
JIU	Judicial Inspections Unit
LOB	Legislative and Opinion Bureau
Mizan	Automated case file management system tailor-made for Jordanian courts and supporting departments. Mizan V2, the enhanced version of Mizan V1, will replace Mizan V1 in all Jordanian national courts
MOJ	Ministry of Justice
ROLP	Rule of Law Project
TO	Technical Office
USAID	United States Agency for International Development

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EXECUTIVE SUMMARY

During the quarter, ROLP continued assistance to the Jordanian justice sector and civil society to advance the goal of promoting the rule of law in Jordan by promoting an independent and empowered Judiciary, expanding access to justice and public awareness of the rule of law, and enhancing judicial performance. Sustainability is receiving increased focus as the project enters its final year.

ROLP conducted numerous activities to further strengthen the Judicial Council's (JC) capacity to oversee the judicial branch. Key activities and results during the quarter included assisting the JC's appointed committee to prepare the content of the Cassation Court's *Judgment Gazette*, a quarterly newsletter of civil and criminal rulings and helping the Administrative Units (AU) Training and Specialization Unit to develop an *Annual Training Plan* for the Judiciary. The AU staff began in-house training on an automated database system that will enable them to generate annual reports.

ROLP increased its focus on promoting a legal framework that enjoys public legitimacy and better responds to Jordan's needs as it continues its progress to becoming a modern democratic nation. Along with consultant Qasem Abdo, ROLP provided technical assistance to the government to build its capacity to draft laws to be referred to parliament. ROLP also developed the government's capacity by providing technical assistance in developing twenty new bylaws and legal memos.

ROLP stepped up support to the Ministry of Justice's (MOJ) Inspections and Monitoring Department with the goal of enhancing justice sector accountability and fostering greater performance-based management of justice system operations. ROLP is assisting in developing a detailed organizational chart for the Department. This chart will specify roles and responsibilities, skill level, experience requirements, core competency skills, as well as development courses and training..

The team continued its support of the Civil Execution Departments in both West Amman and Zarqa and activities to strengthen the performance of the public prosecutors, both aimed at strengthening effective application of the law and predictability of legal transactions.

The Future Judges Program (FJP) Unit continued to manage and administer the program's student affairs with assistance from ROLP academic advisors and support staff. ROLP is also supporting interim training of the current FJP class in coordination with the American Bar Association (ABA). As reported in past reports, the FJP has had dramatic benefits in increasing female judge candidates based on a merit-based process of applicant selection. ROLP continues its significant logistical and administrative support of the Judicial Institute of Jordan (JIJ)'s Judicial Studies Diploma Program, which encourages gifted students to choose a judicial career path and will help strengthen the judiciary in the long-term.

After meeting with the International Elections Committee (IEC) regarding election dispute litigation, ROLP agreed to support the IEC's training efforts, empowering the judiciary to effectively resolve

election related disputes. This activity is enabling the judiciary to better serve as an independent check on the legality of conduct of members of other branches of the government.

During the quarter, ROLP continued assistance to the Jordanian justice sector and civil society to advance the goal of promoting the rule of law in Jordan through advancement of the following interrelated objectives:

- Objective 1. Promote an Independent and Empowered Judiciary While Increasing Its Transparency and Accountability
- Objective 2. Expand Access to Justice, Rule of Law, and Public Awareness of the Rule of Law
- Objective 3. Enhance Judicial Performance to Reduce Delays and Increase Public Confidence

During the quarter ROLP carried out activities in accordance with the project's Fourth Annual Work Plan, to address priority capacity building issues critical to attaining these overarching goals.

OBJECTIVE 1: PROMOTE AN INDEPENDENT AND EMPOWERED JUDICIARY WHILE INCREASING ITS TRANSPARENCY AND ACCOUNTABILITY

Objective 1 activities are designed in large part to support implementation of recent Constitutional amendments that aim to augment the authority and independence of the judicial branch in Jordan, a key pillar in a democratic society governed by the separation of powers. Under the Fourth Year Work Plan, activities under Objective 1 to promote a stronger, more independent, transparent, and accountable judiciary have included technical assistance to the JC to finalize the first Judicial Authority Strategy, enhancing the capacity and transparency of the Judicial Council through strengthening the organizational structure of the JC and its administrative units, providing technical assistance to harmonize the relationship between the JC and the MOJ, strengthening capacity of the JC's Administrative Units, and educating the public and legal community about JC reforms. The work plan also envisages strengthening the Judicial Inspections Unit (currently housed in the MOJ) and supporting needed adjustments in the development of a Constitutional Court, among other activities.

Under this overarching framework, ROLP carried out the following activities in the past quarter.

Develop Capacity of the Judicial Council

In accordance with the JC's Judicial Authority Strategy, ROLP supported the following activities during the quarter, building on the assistance ROLP provided and gains achieved in prior quarters.

Communication and Media Department

ROLP has been working with the JC and its appointed committee to prepare the content of the Cassation Court's Judgment Gazette, a quarterly publication of civil and criminal rulings. The first edition of the Judgment Gazette will be ready in early 2013. In addition to increasing transparency of

judicial operations, the *Gazette* will have the benefit of increasing the uniformity, quality, and predictability of judicial decision making, and thereby enhance public confidence in the judiciary.

A meeting was held with the JC's new Secretary General to discuss the activities and work plan for 2013. The Secretary General asked ROLP to cooperate with Judge Jehad al-Otaibi in order to prepare the 2012 Judicial Committee Annual Report. This report should be issued no later than March 2013. The English version of the JC's website is complete and has been submitted to the JC for approval. It is expected to be published in February 2013. These products will contribute to greater visibility, transparency, and accountability of the judicial branch and promote an image of professionalism.

Strategic Planning Unit

The AU staff began in-house training on the automated database system, which was created and tested by the ROLP team. This system will enable them to generate annual reports. Their first production will be a semi-annual report that strengthens performance accountability and openness of the judiciary.

Training and Specialization Unit

ROLP has made extensive contributions to strengthening the capacity of judicial professionals, through technical assistance to the Judicial Institute of Jordan and other assistance. Continuing this tradition, during the quarter, with ROLP's help, the AU Training and Specialization Unit developed an Annual Training Plan for the Judiciary. The Plan offers a strategic and coordinated approach to meeting the most critical, current capacity building needs of judges with the overall goal of improving judicial professionalism, effectiveness, and quality of justice.

At the request of the new Chief Justice Hisham Al Tal, ROLP is developing a "Train the Trainer" program to enhance the investigative skills of prosecutors. ROLP is also developing specialized courses on priority topics including family violence, money laundering, human trafficking, anti-terrorism, and anti-corruption. ROLP continues to coordinate with the AU, JIJ, and other donors in order to assist in implementing the Annual Training Plan.

During the quarter, the AU requested ROLP's support in training for judges on the new election law in coordination with IFES—which implements the USAID election support project. IFES asked ROLP to help train both First Instance (FI) and appellate judges in preparation for parliamentary elections in January. ROLP-assisted training sessions were provided during October. This activity is further described under Objective 2 below.

Cassation Court

After careful consideration and in order to support the expansion of the TO, it was decided that

ROLP will offer low-cost equipment support to the Cassation Court. This will be a Year 5 activity that will enhance the working conditions at the Court and promote its efficiency and effectiveness.

Technical Assistance to Government

Along with consultant Qasem Abdo, ROLP has been providing technical assistance to the government in drafting laws to be referred to parliament. Technical assistance was also provided in developing twenty new bylaws and legal memos. ROLP assisted the government regarding the Constitutional Court Law and currently awaits governmental requests regarding future Constitutional Court support. The result is an improved legal framework as well as greater indigenous capacity for developing legislation and regulations in the future, independent of donor support.

Constitutional Court Support

The Constitutional Court is mandated by a recent constitutional amendment, and His Majesty King Abdullah II has expressed a keen interest in its formation as the backbone of national political reform in Jordan. Parliamentarians and Legal Affairs Committee members have been discussing the formation of a Constitutional Court since early 2012, with both Houses of Parliament passing legislation for its establishment in June 2012. In light of these developments and pursuant to the Year 4 work plan, ROLP agreed to support the establishment of the Constitutional Court and initiated contact with Omar Mufti of the Prime Minister's office to discuss possible supportive roles and areas of assistance.

The Constitutional Court was appointed in October 2012 and ROLP delivered a letter offering to provide material and expert support. To date, neither USAID nor ROLP have received a request for such support. Specific requests will be reviewed if and when received. ROLP will coordinate with European Union (EU) donors on this (specifically the Council of Europe and French Government).

Judicial Inspections Unit

The Judicial Inspections Unit (JIU) is a department within the MOJ which consists of judges assigned by the JC to inspect the work of Conciliation, FI, and Appellate Court judges, as well as public prosecutors and their assistants. This unit reviews and monitors judicial performance and judgments, and makes recommendations to remedy shortcomings and inadequacies. In an effort to enhance its effectiveness and transparency, the JIU has asked ROLP to recommend revised organizational structures, procedures, and inspection criteria, as well as help craft criteria for judicial promotion and advancement.

In response to the JIU request, ROLP will recommend a detailed organizational chart specifying roles, responsibilities, and skill level and experience requirements; the chart will also list

development courses, training, and core competency skills. ROLP will then assist with implementing the recommended organizational changes, upon adoption. A \$70,600 procurement for material support to the JIU has been ongoing since the Year 4 work plan and will carry over to Year 5. ROLP will work with the JIU to activate the ROLP-developed software and connect the JIU to the Mizan database to facilitate the judicial performance reviewing and monitoring process.

Judicial Studies Diploma Program

ROLP continues to provide significant logistical and administrative support to the JIJ's Judicial Studies Diploma Program, which encourages the best and brightest students to study law and select a judicial career path. The project will begin working with the JIJ on a strategy to wind down ROLP's assistance so that the Program can operate independently of external support and continue to attract talented individuals to the judiciary. The Program will strengthen the judiciary over the long-term.

Future Judges Program

FJP selects and trains future judges who embrace the ideals of judicial integrity, independence, and accountability. His Majesty has publicly stressed the importance of FJP and its vital role in providing the Judiciary with well-trained and competent judges.

The FJP Unit continued to manage and administer the program's student affairs with assistance from ROLP academic advisors and support staff. All FJP students are enrolled in either English or French language classes and participate in field visits to ministries, civil society organizations, the stock market, banks, and hospitals in order to understand how such institutions operate.

ROLP is planning to support the delivery of interim training to the current FJP class which is led by the ABA project. For ROLP this will be a Year 5 activity. ROLP Senior Legal Specialist Khalid Ta'amneh will coordinate with the ABA on this effort. As with the Judicial Studies Diploma Program, ROLP will work to develop a sustainability strategy so that the FJP continues to operate seamlessly after the project concludes.

OBJECTIVE 2: EXPAND ACCESS TO JUSTICE, RULE OF LAW, AND PUBLIC AWARENESS OF THE RULE OF LAW

Under the Fourth Year Work Plan, activities to expand access to justice, rule of law, and public awareness of the rule of law include provision of grants for CSO-led programs, focusing primarily on promoting access to justice, rule of law, and public awareness of the rule of law, grants to support oversight activities and efforts to ensure the effective application of the law, support for measures to ensure that right to counsel for indigents and the disadvantaged is available in the justice system, and

various activities to improve confidence in and perception of the judiciary. During the last quarter, ROLP completed the following activities.

Grants

The Center for the Protection of Journalists' (CFPJ) final grant proposal submitted to the JC's media unit was approved by USAID and signed by both ROLP and CFPJ. Guided by the Pillar 5 goals and Objective 4 of the recently-adopted Judicial Authority Strategy 2012-2014, their proposed activities seek to develop relations with the media and build the capacity of the judiciary in media relations. CFPJ was named in the original technical proposal for ROLP's two option years. Grant activity began on 1 September and will continue through August 2013.

Election Dispute Litigation Training

Jordan's IEC extended voter registration dates and elections are scheduled for January 23, 2013. ROLP met with IFES and agreed to support their training and briefing efforts on election disputes. Training began on 13 October in coordination with the AU, JC, European Commission, IFES, and the United Nations Development Programme. Attendees included 19 FI judges, 7 IEC staff, 4 IFES staff, 3 ROLP staff, and a participant from the Civil Status department. The main objective of the training was to unify all parties' understanding of the new election laws, especially provisions concerning the electoral list. A follow-up training session may be required for Court of Appeals Judges regarding challenges to election results and candidates. As a result of the trainings, judges will be empowered to competently decide election related disputes and build the judiciary's standing as an effective and independent check on the electoral process, a key democratic system function.

Public Perception Survey

ROLP will not proceed with a public perceptions survey as originally planned. This decision was made after discussions with the Chief Justice and USAID.

OBJECTIVE 3: ENHANCE JUDICIAL PERFORMANCE TO REDUCE DELAYS AND INCREASE PUBLIC CONFIDENCE

Objective 3 activities envisioned for Year 4 included technical assistance and training to improve capacity of courts including the Court of Cassation. Specific activities have included training court chief judges and judicial personnel on the use of Mizan as a management tool (e.g., production of reports and statistics related to caseload, backlog and purging of old cases) working with the various courts and the JC in order to most efficiently promote and execute court judgments, working with the JC's administrative units and related parties to propose amendments to laws related to courts' functions and operations (e.g., judgment execution law), and using workshops, meetings and greater use of technology in promoting administrative communications within the judiciary and to facilitate

and institutionalize the relationship between the various courts and the newly established JC's administrative units and secretariat. The project's work plan for the fourth year also contemplated continued support to institutionalize productivity gains through technology and process re-engineering.

During this quarter, key activities and results were as follows.

Cassation Court Technical Office (TO)

The Cassation Court is the highest court in Jordan and its operations and management set a standard for the entire judiciary, but it has often processed cases, reviewed appeals, and rendered decisions with significant delays. Recognizing a more timely, consistent, and uniform jurisprudence would enhance citizen respect for and confidence in the judiciary as a whole, ROLP has supported the establishment of a TO to manage the screening, organization, research, review, and issuance of final judgments of all cases brought to the Cassation Court by: (1) assisting in developing the necessary legal framework and (2) providing office equipment and training for TO personnel.

After only one year of operation, the TO has had a significant and positive impact on the delivery of justice by the Cassation Court in Jordan. According to its 2011 Annual Report, the TO: (1) reduced case processing times; (2) resolved inconsistencies in legal precedents; (3) widely disseminated and archived decisions and judgments; and (4) prepared a handbook outlining the steps necessary to challenge appellate court decisions. The TO now operates without ROLP financial or material support and prospects for its sustainability are strong.

In the prior quarter, with the agreement of Chief Justice Hisham Al Tal and support from ROLP, Cassation Court TO judges met to begin production of their new publication, Cassation Court Judgments. Publication should start in early 2013. At the request of the Cassation Court TO, additional judges are being allocated to perform TO duties. For this reason, low-cost equipment support is being procured to accommodate the added staff.

Court of Appeal Technical Office

Based on success of the Cassation Court TO, at the request of the Chief Justice, a meeting with the Chief Judge of the Court of Appeal in Amman was conducted in April to discuss the viability of creating a TO for the Court of Appeal. The successful Cassation Court TO can serve as a model for a Court of Appeal TO. ROLP is currently exploring this possibility. ROLP conducted studies and met with the Cassation Court TO in order to obtain direction and guidance based on their experience. Establishing a Court of Appeal TO to manage case backlog and alleviate delays was also discussed with the MOJ Secretary General. ROLP has agreed to conduct an assessment of the necessary steps. This assessment will take place during Year 5 of the project.

Computerization

Optimiza has completed Mizan enhancements aimed at further improving the functionality of the system. This project involved adding functions permitting greater communication and exchange of data between courts, improving juvenile court case management and data storage, providing for greater access for courts and prosecutors to access civil cases, and improving the accuracy of identifying parties to civil actions. The court staff is currently being trained on the Mizan system's new features.

The CSS team is continuing to train the Civil Execution Departments in both West Amman and Zarqa.

In October, ROLP provided eight personal computers (PCs) to the MOJ to help launch the Attorney General Rollout project. Lead CSSs continue to help the MOJ launch the Attorney General System, with one court launched on the new platform so far. The System includes providing the Attorney General Offices with access to all pending civil and criminal cases, unifying the registry in the courts and Attorney general offices, and providing a means by which the Attorney General and their respective public prosecution offices can access the cases under their control. ROLP is continuing to assist the MOJ with the Attorney General Rollout project in three courts: Amman, Ma'an, and Irbid. In Year 5, ROLP will assess the project's then-completed automation work and will provide a long-range plan for further automation development in the judiciary.

To enhance the MOJ's capacity to deal with technical issues and ensure the success of the court-automation plan, ROLP continues to provide technical training to the MOJ's IT staff and the relevant court staff. These training activities foster the technical skills necessary to proceed with plans to launch the Attorney General System.

ROLP's IT team visited courts in North Jordan to conduct a technical needs assessment and inspect work conduct. In addition to continued support to the Civil Execution Departments in both West Amman and Zarqa, ROLP's IT team is providing courts with training support and helping facilitate knowledge transfer to the MOJ's own IT staff. This includes installing and configuring Mizan at the Disaster Recovery Data Center, testing newly-built technology, and training service-desk staff on how to use Mizan's new features.

Web Portal

In October 2010, a web portal was created and published by eStarta—a software solutions development company and ROLP subcontractor—on the MOJ website to allow public access to case information and court-hearing schedules from the Mizan system. The information available via the

web portal is similar to that available on the in-court kiosks, though much more easily accessible. As a result of awareness-building efforts, the MOJ web portal now receives thousands of information requests per week. The past quarter has seen 239 kiosk inquiries at courthouses and 18,735 web queries through the MOJ web portal. This heavy usage underscores the importance of accurate and timely data entry by court staff into the Mizan system.

The web portal provides secure access to court information on the Internet and contains two main features:

- Public site – Through the MOJ website the public can access information concerning case status, scheduled hearing dates, minutes, and judgment summaries. Information on the site may be accessed by entering the case number and court name.
- Attorney site – Also available through the MOJ website, the specialized site for attorneys continues to serve a high number of users since it became available in June. Attorneys access the site with a secure username and password, and can inquire about their cases by either case number or court-case registration date. This site provides attorneys with a convenient way to access case status, hearing schedule, and judgment summary, as well as print case documentation and weekly court calendars. Web inquiries are now three times as frequent as courthouse kiosk inquiries.

The web portal is significantly contributing to access to justice and positive perceptions of the judiciary's professionalism.

WINDOWS OF OPPORTUNITY

EU Justice Reform Project

In close coordination with USAID, ROLP continued working throughout the quarter to plan activities and maximize current windows of opportunity to accelerate justice sector reform. There is a clear need for policy and structural reforms to institutionalize the independence, accountability, integrity, competence, and fairness of the judicial system. The issues of greatest concern in Jordan's legal system include: the lack of institutional independence and accountability; inadequate institutional capacity and competence; and insufficient access to timely and nondiscriminatory justice, including a lack of affordable legal representation.

ROLP's COP and DCOP have been meeting with Mr. Ian Lankshear, British project head of the EU Criminal Justice Reform Project, and his justice expert, Mr. Jim Fitzpatrick, who prepared a work

plan for a criminal justice reform project within the MOJ funded by the EU. Their project is focused on prosecution, operational responsibility for the penitentiary—i.e. for it to be operated by a correctional service as opposed to the police—and alternatives to incarceration. To avoid overlap and duplication and in order to assure that all efforts are complimentary, ROLP and the EU/UK reform project agreed to proactively coordinate planning and program implementation.

Prosecution Activities

ROLP's COP met with the prosecution leadership—i.e. the newly-appointed Chief Prosecutor General and the four Attorney Generals, one of whom was newly appointed— in October. They discussed ideas for inclusion in ROLP's Year 5 activities and ways to fine tune ROLP's current training plans in Year 5. They also discussed the execution of judgment process in criminal cases and coordination with the EU-funded Criminal Justice Reform Project. Particular attention was paid to renewed efforts to pass a separate prosecutors' law through the future parliament.

ROLP completed its planned work on prosecution-focused training—e.g. Crime Scene Management and Forensics—in October. ROLP's COP completed four November investigative skills training sessions for two separate groups of 12-15 prosecutors. More sessions of investigative skills training will be held in March, with an advanced session for selected prosecutors later in the year. During the first week of December, Isabel Cumming, a prosecutor and inspector general from Washington, D.C., presented training on the basics of financial crime investigations to fifty prosecutors. Al Moskowitz, a former federal Justice Department prosecutor has agreed to lead trainings for judges and prosecutors on trafficking-in-persons crimes, the specific timing of which is yet to be determined. ROLP is planning an anti-corruption assessment, evaluation, and training for judges and prosecutors to take place during the Spring and will include a study tour. ROLP's COP is planning to develop and prepare crime-scene management protocols for use by prosecutors. Publication and distribution is planned for next summer. Finally, material support procurement and facility upgrades for selected prosecution related offices are being planned in conjunction with the MOJ and Chief Prosecutor General.

Legislative and Opinion Bureau (LOB)

Pursuant to ROLP's plan to help build the administrative capacity of LOB, ROLP and consultant Muna Hakooz reviewed all legislation governing LOB. ROLP and the consultant conducted a benchmarking study of the bureau, identified best practices, and prepared and revised a proposed organizational structure and detailed functional analysis, incorporating final comments from LOB's president and secretary general into the organizational structure.

A course outline of "The Art of Legislative Drafting" was prepared and submitted to LOB for review and comment. Ms. Hakooz also began developing a LOB training plan. Training on new structure

and job duties is ongoing. Three counselors and six legal researchers were trained on producing a document using Microsoft applications.

Upcoming activities include assisting in organizing training courses on areas such as legislative drafting, negotiation, and related skills.

Execution of Judgments – Civil and Criminal

In Year 4, ROLP has been working diligently to strengthen effective application of the law in Jordan through improving the execution of civil and criminal judgments. Pursuant to the ROLP work plan for Year 4 and consistent with judicial strategy objectives, former Chief Justice Mohammad Al Mahameed agreed to have ROLP plan and oversee a pilot project—beginning with the Zarqa and West Amman courts and public prosecution offices—to improve the Execution of Judgments. ROLP completed a full study and report called Final Report on the Execution of Judgments, and anticipates that its recommendations will carry over into Year 5. Data inputs are proceeding as planned and procurements and renovation work is being coordinated with a committee set up by the MOJ.

A joint committee of the MOJ, Court, and ROLP staff completed a procurement plan to assist the MOJ to relocate the entire Zarqa court to the New Palace of Justice (“The Zarqa Project”). USAID has given approval to ROLP to fund this project. The impetus for this procurement came from the Execution of Judgment study and recommendations that ROLP completed during the summer of 2012 which highlighted the inadequate workplace conditions for execution operations. The project staff and home office are in the process of procuring the furniture and IT equipment for Zarqa Court. Contracts for furniture have been concluded, and furniture will be delivered in the first quarter of 2013.

It has been decided that the West Amman Court will not move from its current rented location. ROLP staff and engineers conducted a site visit to evaluate the renovation needs in furtherance of the Execution of Judgments recommendations. A tender of renovation and reprocessing the execution of the judgment department is ongoing, under the supervision of MOJ and ROLP engineers.

With regard to data entry and record-keeping of both Zarqa and West Amman courts on Mizan, MOJ directed court staff to work overtime daily and on Saturdays to eliminate the current backlog. Thousands of pending cases were entered into the Mizan system in both courts. Some old errors were discovered and reported to the Chief Justices of both courts, and corrective actions were taken.

Independent Electoral Commission

Apart from the elections law training noted above, at the request of USAID, ROLP created a window of opportunity-based 30-day consultancy to support the IEC. Muna Hakooz was temporarily retained

as a consultant by ROLP for this activity. Her consultancy will continue under the IEC authority during 2013 as needed. This consultancy has provided to the IEC a draft version of the IEC code of conduct for employees of election districts and polling and account stations. In addition, a selection and recruitment manual was drafted and submitted, including forms, recommendations, and guidelines. This draft was discussed with the IEC and all feedback was incorporated into the manual. Hakooz assisted the IEC by recommending best practices on different topics, such as working-hour regulations, disciplinary actions, and archiving systems.

PROJECT PLANNING, MONITORING, AND REPORTING

Donor Coordination

ROLP has actively engaged international donors involved in the criminal justice sector, regularly meeting with various project leaders in order to assure consistency, avoid duplication, and facilitate cooperation, communication, and coordination. ROLP will host a Justice Sector Donors Coordination Meeting in January 2013.

Administrative

Contracts for most ROLP staff end on November 30, 2012, the end of the project's Year 4. A recommendation was approved to extend all staff contracts for an additional six months—i.e. until May 31, 2013—at which time ROLP can better plan for downsizing the project staff.

Document collection has begun for ROLP to submit documents to the Development Experience Clearinghouse, as per Section F8 in our task order with USAID. Collected data—including assessments, evaluation, studies, technical reports, and annual reports—will be reviewed, translated when necessary, and submitted at the close of the project.

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APPENDIX (ATTACHMENTS)

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¹ See also items in Appendix to ROLP Quarterly Report #15, item D, for training materials presented. All evaluations will be compiled and reported in next quarterly report.



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إدارة مسرح الجريمة

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Summary:

In executing the training plan which was approved by the Judicial Council, especially the part related to achieving the goals set forth in the third component of the Judiciary's Building Strategy, which is related to criminal justice, the Training and Specialization Affairs Unit of



the Judicial Council in cooperation with the Rule of Law Project had held a training program under the title "the Scientific Management of the Crime Scene". The training program was attended by members of the public prosecution from the various courts in the Kingdom.

The main goal for such training program is to uplift and enhance the efficiency of the public prosecution

members in relation to leading the criminal investigations and collecting evidences in a way that is combatable with the continuing scientific development in the equipment and tools used in collecting evidences and treating such evidence in order to solve the crimes and refer its perpetrators to the competent courts to be tried and sentenced according to the applicable laws, in a manner that will serve the justice.

In order to avoid the traditional methods used in training program , which focus on the theoretical aspect of the training and ignore the more important practical aspects , the Judicial Council had sent a request to the Crime labs Administration of the General Security Directorate , asking them to organize a field visit for the participants , so they can see firsthand the methods and ways used in dealing with various types of criminal evidences and how such evidences are being analyzed and tested using new technologies and how to provide the public prosecution offices and the courts with the criminal reports which assist in solving the crimes and identifying its perpetrators.

Introduction:

In this regard we cannot ignore the role of the judiciary as an independent authority from the rest of the state's other authorities , in providing security and decreasing the number of crimes committed in the society in addition to its role in taking care of the society's and its members' interests. The judiciary carries out such important role by trying the perpetrators of the various crimes and imposing the suitable penalties on them. The role of the judiciary is not limited to the before mentioned functions in relation to the criminal cases, it goes beyond such role, where it is responsible for the final criminal judgments' execution stage, through the public prosecution departments represented by the public prosecutors.

The above stated argument highlights the effective role the public prosecution has in investigating the crimes and pursuing its perpetrators, thus the building of the criminal case and the gathering of the evidence in a correct manner and presenting them to the court in order to convict the perpetrators and sentence them, all this constitute a duty which the public prosecution members especially the public prosecutors who work in the various types and levels of courts. By reviewing a number of the legal provisions of the Criminal Procedures Law's provisions the great and important role the public prosecutor has in relation to investigating the crimes through moving to the crime scene and collecting the evidence in a scientific and correct way and treating such evidences in order to become legally and technically admissible by the court in order to prove the commission of the crime and the guilt of the suspect, becomes very clear and obvious. Below are some of the above referred to legal provisions:

The Criminal Procedures' Law

Article 15:

1. The public prosecutor is the head of the judicial police in his/her area of jurisdiction, and all the judicial police members shall be under his/her supervision and control.
2. The public prosecutor's assistants who assist him/her in performing the judicial police functions and defined in articles (9 and 10) of this law, do not fall under his/her supervision except in the functions and activities they perform which are related to the stated jobs.

Article 16:

1. The public prosecutor shall supervise the process of justice and shall also monitor the prisons and detention places in addition to the enforcement of laws. He/she shall

represent the Executive before the courts and the other judicial bodies. He/she has the power to directly communicate with all related authorities.

2. The public Prosecutor is the one who initiate the public criminal proceedings and enforce the criminal judgments.

Article 17:

1. The public prosecutor is obliged to investigate crimes and pursue the perpetrators of such crimes.
2. Such functions shall be similarly carried out by the specialized prosecutors defined in article (5) of this law.

Article 19:

The public prosecutor and all the judicial police officials have the right to directly request the assistant of armed force during performing their official functions.

Article 20:

The public prosecutor shall receive all complaints and tips submitted to him/her.

Article 21:

Members of the judicial police shall immediately inform the public prosecutor of any serious crime they become aware of and shall execute his/her instructions in relation to the legal procedures to be taken.

Article 29:

1. If the Flagrate Delicto crime warrants a felony punishment, the public prosecutor shall immediately move to the crime scene.
2. If the public prosecutor moved to the place where it is believed that the crime was committed and he/she does not find what imply that such a crime was committed or what warrant his/her move , he/she through the Enforcement Department can collect from the person who informed about the crime the full expenses that are associated with his/her move to the crime scene and he/she also can charge him/her with the crime of providing false information.

Article 30:

1. The public prosecutor shall organize an official report concerning the incident and how it happened and the place where it toke place and he/she shall also document what the witnesses who saw the incident have to say in addition to anyone who might have any information about it that might benefit the investigation.
2. The persons who were quoted in the report shall sign on such report and in the event of their refusal the report shall indicate this.

Article 31:

1. The public prosecutor has the right to ban anyone present at the residence or the place where the crime was committed from leaving until a report concerning the status of the crime scene is drafted.
2. Anyone who defies such ban imposed by the public prosecutor shall be detained at the detention center and brought before the conciliation judge in order to try and sentence him/her after hearing his/her defenses and the argument of the public prosecutor.
3. If it wasn't possible to arrest such person and he/she did not appear before the court after being notified, he/she shall be tried in absentia.
4. The penalty which the conciliation court can impose in such case is disciplinary imprisonment or a fine which does not exceed five Dinars.
5. The judgment issued by the conciliation judge shall be final and cannot be appealed or objected against in any way.

Article 32:

1. The public prosecutor shall seize the weapons and anything that might appear that it was used in the commission of the crime or was prepared for such purpose. He/she shall also seize whatever he/she sees of the crime's effects and all other items that might help in revealing the truth.
2. The public prosecutor shall interrogate the defendant and quiz him/her about the seized items after displaying such items. The public prosecutor shall organize a report of all these proceedings and sign it with the defendant, if the defendant refuses to sign such refusal has to be indicated in the report.

Article 33:

If the nature of the crime indicates that papers and items which are under the possession of the defendant could be used in order to prove his/her commission of the crime, the public prosecutor or whomever he/she delegates shall move immediately to the defendant's residence in order to search for such items which might reveal the truth.

Article 34:

1. If the search of the defendant's residence yielded papers or items which might support the defendant's guilt or innocence, the public prosecutor has to seize such items and organize an official report of the procedures taken.
2. Only the public prosecutor and the persons identified in articles (36 and 89) have the right to review such papers before ordering its seizure.

Article 35:

1. The seized items shall be kept in a way which preserves its condition when seized. The items might be backed or put in a jar if its nature required this and in any case it shall be stamped.
2. If banknotes (cash money) were found and keeping the same banknotes is not required in order to reveal the truth or to protect the rights of the two parties or a third party, then the public prosecutor might allow such banknotes to be kept at the treasury safe.

Article 39:

If revealing the criminal act or its conditions is based on knowing some technical or professional issues, the public prosecutor shall take with him/her to the crime scene one or more of such experts.

Article 40:

If someone is dead due to murder or for unknown reasons which leads to suspicions, in such case the public prosecutor shall use the assistant of one or more physicians in order to draft a report concerning the causes of death and the status of the diseased corps.

Article 41:

1. Physicians and experts stipulated in articles (39 and 40) of this law shall take an oath before they start their duties which states that they will carry on the mission with honesty and dignity.
2. The public prosecutor shall define a date for the expert in order to submit the his/her written report. If the expert did not submit such report at the defined date, the public prosecutor might decide to retrieve the all or part of the fees paid to the expert and to replace him/her with another one.

3. Crimes Committed inside Dwellings:

Article 42:

The public prosecutor shall investigate the crime according to the legal provisions which regulate the investigation of the in Flagrante Delicto crimes, if a felony or a misdemeanor took place inside a dwelling -and it was not in Flagrante Delicto crime- and the owner of the dwelling requested from the public prosecutor to investigate such a crime.

43. Not Witnessed Crimes:

If the public prosecutor in instances other those defined in articles (29 and 42) became aware through informing him/her or through any other way that a felony or a misdemeanor was

committed within his/her area of jurisdiction or he/she became aware that the person accused of committing such a crime is staying in his/her area of jurisdiction, the public prosecutor has to initiate the criminal investigations and personally move to the crime scene if it is necessary to do so in order to draft the requested report according to the investigation's procedures stipulated in this law.

Article 47:

1. If a prosecutor and one of the judicial police officials were present at the place of investigation (crime scene) the public prosecutor shall perform the duties of the judicial police.
2. If the judicial police officer who was present at the crime scene started to perform the judicial police duties before the arrival of the public prosecutor, the latter might assume the investigation by him/herself or order that the official who started it complete such task.

Article 48:

1. The public prosecutor has the right while performing the duty stipulated in articles (29 and 42) to delegate to one of the judicial police officers -based on his/her area of specialty- some of the powers and duties which he/she has if such delegation was seen necessary except the interrogation of the defendant.
2. In instances other than the ones stated in paragraph (1) of this article, if the public prosecutor delegated part of his/her duties to one of the judicial police officers according to the provisions of this law, he/she shall issue a written memo containing such delegation of powers. The delegation memo shall- whenever it is possible- contain the time and place of executing the content of the memo.

Article 49:

The judicial police officials and the public prosecutor's assistants shall submit to the public prosecutor without any delay any crime reports or seizure minutes they draft with the rest of the related documents and papers.

Article 50:

If the judicial police officials were informed of the commission of a felony or a misdemeanor, which the law does not give them the authority to investigate, they have to immediately send such report to the public prosecutor.

It is clear from reviewing the above stated legal articles that public prosecutors play a vital and important role in investigating and dealing with the crime scene, which led the Judicial Council to focus on such role and work towards uplifting and increasing the public prosecutors' capacities and efficiency in relation to dealing with the crime scene, through holding a specialized training program on the subject of crime scene management, to be conducted by the specialized forensics expert (Dr. Ghazi Thunibat), who was contracted to provide such training by the Rule of Law Project.

In order to achieve the goals of this training program , all the public prosecution members were invited to participate , where the program was conducted in three stages , each stage targeted a certain number of public prosecutors according to the below stated schedule:

- First stage : was held in the presence of Amman's Attorney General and the Grand Felonies' Court Attorney General in addition to the participation of (30) public prosecutes from all over the Kingdom's courts.
19-9-2012 – scientific training on how to deal with the crime scene.
20-9-2012 – a field study visit to the criminal labs.
- Second stage : was held in the presence of Irbid's Attorney General in addition to the participation of (30) public prosecutes from all over the Kingdom's courts.
10-10-2012 – scientific training on how to deal with the crime scene.
11-10-2012 – a field study visit to the criminal labs.
- third stage : was held in the presence of Maa'ns' Attorney General in addition to the participation of (30) public prosecutes from all over the Kingdom's courts.
17-10-2012 – scientific training on how to deal with the crime scene.
18-10-2012 – a field study visit to the criminal labs.

Training Agenda

Crime scene management training

Day one

09:30 – 10:00 am	Arrival and Registration Coffee Break	
10:00 – 11:30 am	Opening Session	<ul style="list-style-type: none"> • Speech of ROLP Chief of Party Mr. Robert dean • Speech of Consultant Gazi thnebat
11:30 – 11:45 am	Coffee Break	
11:45 – 1:15 Pm	Crime scene inspection	Consultant Gazi thnebat
01:15 – 01:30 pm	Coffee Break	
01:30 – 03:00 pm	Scientific analysis for criminal evidences (criminal evidences from crime scene to court house)	Consultant Gazi thnebat
End of Event and lunch		

Day two

10:00 – 1:00 criminal laboratory site visit

Attendance

Wednesday 19/9/2012

#	Name	Job Description
1	Judge Thaer al Edwan	Amman Attorney General
2	Judge ziad al dmour	High felony Attorney General
3	Judge Ramzi Al-Adalat	Irbid public prosecutor
4	Judge Mahmoud Saleh Al-Nawasrah	Attorney General Assistant/ Irbid
5	Judge Husain Saleem Ababneh	Jarash Public Prosecutor
6	Judge Amer Hilmi Tbishaat	Ajloun Public Prosecutor
7	Judge Sameer Falah Al-Rawashdeh	Ma'an Public Prosecutor
8	Judge Jihad Atteyeh Al-Dridi	Attorney General Assistant
9	Judge Ramzi Enad Al-Nawayseh	Attorney General/ Public Prosecutor
10	Judge Omar Ahmad Al-Hiyari	Attorney General/ Public Prosecutor
11	Judge Muhammad Abdulla Al-Dradkih	Attorney General/ Public Prosecutor
12	Judge Eshaq Dawod Abu-Awad	Attorney General/ Public Prosecutor
13	Judge Muntaser Muhammad Ebidat	Attorney General Assistant/Amman
14	Judge Rami Nahid Salah	Attorney General Assistant/Amman
15	Judge Tareq Muhammad Shuqairat	Attorney General Assistant/Amman
16	Judge Asem Abdul Kareem Al-Tarawneh	Anti Corruption Commission/ Public Prosecutor
17	Judge Widad Musleh Al-Dmour	Anti Corruption Commission/ Public Prosecutor
18	Judge Muhammad Saleh Al-Surani	Amman Public Prosecutor
19	Judge Hasan Salem Al-Nsour	Amman Public Prosecutor
20	Judge Ohud Abdullah Al-Majaki	Amman Public Prosecutor
21	Judge Marwan Muhammad Al-Shamaylih	Amman Public Prosecutor
24	Judge Muhammad Musa Al-Bakhit	Public Prosecutor/North Amman
25	Judge Muaweyeh Muhammad Al-Sa'aydeh	Public Prosecutor/East Amman

26	Judge Muhammad Bassam Abu-Alganam	Public Prosecutor/ South Amman
27	Judge Amer Kasem Al-Qdah	Madaba Public Prosecutor
28	Judge Ma'amoun Musleh Al-Dmour	Al-Karak Public Prosecutor
29	Judge Essam Abdul-Aziz Al-Hadeed	Al-Sult Public Prosecutor
30	Judge Ahmad Abdulmuhsin Al-Afeef	Al-Zarqa Public Prosecutor
31	Judge Mouafaq Eed Al-Jabour	Al-Zarqa Public Prosecutor
32	Judge Adbullah Ayed Al-Shoura	Amman Municipality/Public Prosecutor
33	Judge Majed Husain Al-Afif	Attorney General Assistant/

Wednesday 10/10/2012

#	Name	Job Description
1	Judge Muhammad Husain Al-Dwairi	Irbid /Attorney General
2	Judge Firas Ghazi Al-Shatnawi	Irbid Public Prosecutor
3	Judge Abdul Naser Al-Dhoun	Ajloun Public Prosecutor
4	Judge Talal zaid Al-Khaza'aleh	Al-Mafraq Public Prosecutor
5	Judge Mahmoud Abdul Rahman Al-Tarawneh	Al-Tafilah Public Prosecutor
6	Judge Kayed Jamal Al-Kayed	Attorney General Assistant/ High Felony
7	Judge Anwar Hasan Abu-Eed	Felony Public Prosecutor
8	Judge Fawas Fahid Al-Ghareer	Felony Public Prosecutor
9	Judge Ali Alyan Abu-Zaid	Felony Public Prosecutor
10	Judge Kahtan Ahmad kawakzeh	Felony Public Prosecutor
11	Judge Dr. Yousef Ahmad Nawafleh	Attorney General Assistant/Amman
12	Judge Ahmad Abdullah Al-Kinani	Attorney General Assistant/Amman
13	Judge Azzam Mamdooh Al-Najdawi	Public Prosecutor /Amman
14	Judge Ashraf Yahya Al-Hababshih	Public Prosecutor /Amman

15	Judge Samer Ahmad Hanoun	Public Prosecutor /Amman
16	Judge Saleh Hilal Al-Kallab	Public Prosecutor /Amman
17	Judge Ammar Raja Al-Hnifat	Public Prosecutor West Amman
18	Judge Mustafa Ayed Al-Sbihat	Public Prosecutor /North Amman
19	Judge Khouled Edwan	Public Prosecutor North Amman
20	Judge Aref Abu Aleem	Public Prosecutor/East Amman
21	Judge Tareq Al-Shakhabneh	Public Prosecutor /South Amman
22	Judge Abdulla Al-Mhameed	Public Prosecutor /South Amman
23	Judge Muhammad Hijazi	Madaba Public Prosecutor
24	Judge Mnawar Al-Sarayreh	Al-Karak Public Prosecutor
25	Judge Muhammad Al-Bdeerat	Al-Sult Public Prosecutor
26	Judge Authman Al-Amayrah	Al-Zarqa Public Prosecutor
27	Judge Farhan Al-Abdullah	Al-Zarqa Public Prosecutor
28	Judge Hani Al-Suhaiba	Attorney General Assistant
29	Judge Saleh Al-Khaldi	Irbid Public Prosecutor
30	Judge Naser Al-Kadi	Irbid Public Prosecutor
31	Judge Enad Ebaidat	Attorney General Assistant/Irbid
32	Judge Khalil Al-Sarayrah	Attorney General Assistant/Ma'an

Wednesday 17/10/2012

#	Name	Job Description
1	Judge Talab Al-Dalaeen	Ma'an Attorney General
2	Judge Khaldoun Al-Husain	Irbid Public Prosecutor
3	Judge Muhammad Al-Kidah	Irbid Public Prosecutor
4	Judge Ameen Al-Gharaybeh	Jarash Public Prosecutor
5	Judge Hilal Al-Hawamdeh	Al-Mafraq Public Prosecutor
6	Judge Adel Al-Ja'afreh	Al-Aqaba Public Prosecutor
7	Judge AbdulRaheem AlHisbaan	Attorney General Assistant/ High Felony
8	Judge Bakir Al-Kara'an	Felony Attorney General
9	Judge Salah Al-Taleb	Felony Attorney General
10	Judge Afif Al-Khawaldeh	Felony Attorney General

11	Judge Saleh Al-Shawabkeh	Public Prosecutor / Amman
12	Judge Yaseen Al-Louzi	Public Prosecutor / Amman
13	Judge Natheer Shahadeh	Public Prosecutor / Amman
14	Judge Sultan Al-Shakhanbeh	Public Prosecutor / Amman
15	Judge Oklah Abu Zaid	Public Prosecutor/ Amman
16	Judge Abdelellah Al-Assaf	Public Prosecutor/ Anti Corruption Commission
17	Judge Yaser Al-Kahyawi	Public Prosecutor West Amman
18	Judge Hashim Al-Hasan	Public Prosecutor /North Amman
19	Judge Faleh Abu-Hilaleh	Public Prosecutor/East Amman
20	Judge Ahmad Al-Rawahneh	Public Prosecutor /South Amman
21	Judge Rafat Majli	Zarqa Public Prosecutor
22	Judge Abdulla Al-Mhameed	Public Prosecutor /South Amman
23	Judge Dr. Naser Al-Salamat	Attorney General Assistant/Amman
24	Judge Maher Bani Khaled	Attorney General Assistant/Amman
25	Judge Sufyan Ebedat	Attorney General Assistant/Amman
26	Judge Adbul Raof Al-Mukabaleh	Attorney General Assistant/Irbid
27	Judge Ezaat Khataybeh	Attorney General Assistant/Irbid
28	Judge Ayed Al-Thiyabat	Attorney General Assistant/Ma'an

Progress of the Training Program:

by reviewing the training program progress , we find that the trainer Ghazi Thunibat had illustrated to the participants and discussed with them many important subjects and topics, related to the management of the crime scene , the most important of which were : ADD PICTURE

First: Identifying the Crime Scene:

the crime scene can be identified by referring to it as the place or location where the crime was committed and it is possible to find a suspect who may have committed such crime. The crime scene may be a residence or the body of a person (in cases of rape or murder) or it may be a vehicle or a land lot... etc. Any place which any of the persons related to the crime (such as the victim, the suspect, witnesses) was in might be considered as a crime scene, where

such places are related to the crime by them being present in it and thus useful physical evidence might be collected from such places. In addition any place or location the investigators might think it was the place where a crime was committed shall be dealt with as a crime scene. Accordingly many places where usual death takes place shall be dealt with as a crime scene, despite the possibility that the death might have happened because of causes other than a criminal act. Any failure to deal in a proper way with the crime scene might result in the loss of vital and important evidence if it is proven that a crime was actually committed.

Second: Securing and Protecting the Crime Scene:

upon reaching a certain crime scene, there are several procedures, which have to be taken by the crime scene investigation staff, the most important of which are:

1. Immediately controlling the crime scene after reaching it.
2. Defining the space that has to be protected and secured.
3. Ensuring the presence of a proper protection in the scene.
4. Obtaining the needed information from the individuals who are present at the crime scene and who know its original conditions (upon entering the location) – documenting the names of all the persons present at the crime scene or who entered it.
5. Taking comprehensive notes – don't rely on memory.
6. Keeping all unauthorized personnel away from the crime scene- start registering the name of all persons entering and leaving the crime scene.
7. Start an initial search process: the initial search is an organizational stage where the planning for the complete search takes place:
 - A detailed and careful tour of the location has to take place.
 - The person in charge has to maintain a complete control on all the administrative and emotional matters at the location.
 - Selecting the appropriate written description technique.
 - Marking the search area – larger than the first area.
 - Organizing the methods and procedures needed to deal with the locations that have special circumstances and problems.
 - Identifying the needed staff members and tools and distributing the functions.
 - Identifying and protecting the physical evidences that might disappear.
 - Developing a general theory for the crime.
 - Taking comprehensive notes in order to document the crime scene's physical and environmental circumstances in addition to documenting the functions that had been carried out and the movement of the staff in the location.
 - In case there are vehicles involved the license numbers of such vehicles' in addition to the registration numbers, the meter and the gear status and the fuel left all this has to be documented and properly registered.

Third: The Crime Scene Inspection Stages:

The police officer who is inspecting the crime scene must take his/her utmost care while performing his/her duties. He/she shall inspect everything and shall not leave anything he/she might see at the scene without close inspection and without asking all the questions that he/she might have in mind. A police officer might think that some materials are not important while they are important and crucial in the criminal investigation.

The method to be followed in the inspection of the crime scene shall depend on many elements such as the nature of the related crime scene, the location of such scene, the time the crime was committed (day or night), the number of the forensics experts who are involved in the inspection of the crime scene and the tools and equipment used in the inspection.

According to the above the following standards shall be utilized in inspecting the crime scene:

- It is very important to follow the same path other persons used to enter the crime scene in order to conduct an initial review of the crime scene, where the person inspecting the scene can determine if there are any hazards or unsafe materials in the location or not, and also in order to protect certain prints or effects from contamination or destruction as a result of external elements such as the rain (if it is located outside) and to secure its location by placing a mark around it.
- In case there are any suspicious or hazards objects at the crime scene , the person inspecting the crime scene shall take the necessary measures in order to avoid and element such danger.
- If there is an undetonated bomb, the person in charge shall call upon the specialized engineering team.
- If there were hazards liquids, the person in charge shall call upon the related experts to eliminate such hazard.
- It is always important to photograph the crime scene to capture its original status before anything is done.
- The person in charge shall take the measures of all related distances in order to place the evidence in its original location at the crime scene before its collection.
- The inspection shall be done during the day (to benefit from the day light) , so the police officer can see all the things which are related to the crime. If the crime was committed during the night, the person in charge shall totally seal the location and ban any person from entering it until the inspection of the crime scene is done.
- To the extent possible it is advisable to conduct the inspection in the presence of the suspect and witnesses. By doing so each witness can illustrate to the investigator the accident as it happened and can also locate the place or location he/she was standing at in addition to the location of the victim when the crime was committed. By this the investigator can assess the accuracy and truthiness of the witness story.
- The police officer in charge shall follow the logical consequence of events , where he/she shall start by describing the status of the location , the clothes the victim and

the suspect were wearing in addition to the location of the injuries sustained. All this shall be done accurately and in a very organized way.

- This logical consequence shall be also followed in relation to the description of the injuries the police officer might see in the victim's or the suspect's bodies. He/she shall start by inspecting the body starting from the head and shall document the injuries and wounds he/she might find in the head and then in the face and go down to the neck and the shoulders , the arms , the chest, the belly , the thighs , legs and feet.

Fourth : The Inspection Team's Members and Their Responsibilities:

The Team's Leader:

1. He/she shall take control – insure the safety of the personnel and secure the crime scene. He/she shall make sure that the staff members are using the suitable equipment and tools in addition to following the standard procedures to protect them from any hazards that might be present at the crime scene such as blood, body fluids or other liquids.
2. An initial walk through the location in order to conduct a preliminary inspection in addition to assessing the potential evidence and preparing a written comprehensive description of the scene.
3. Notifying the public prosecution and if possible providing it with a preliminary report concerning the status of the crime scene, in addition to regularly notifying the concerned public prosecution member of the developments at the crime scene and the status of the evidences collected.
4. Defining the methods to be used in the inspection and assign the duties to the team's members.
5. Defining the location of the operation command centre and ensuring the exchange of information between the inspection's team and the investigators and the public prosecution members.
6. Ensure the presence of the needed tools, equipment and materials to be used by the staff members who are dealing with the crime scene.
7. Controlling the entry to the crime scene and assigning one of the staff members in order to register all the individuals who are present at the scene.
8. Reassessing the effectiveness of the conducted inspection and search on regular basis.
9. Freeing the crime scene after conducting the final inspection and after collecting all the related evidences and after securing an order signed by the public prosecution to free the crime scene.

Photographers and the Photographs Registers:

1. Photographing the whole area before entering it.
2. Photographing the victim, the people present at the scene and the vehicles.

3. Photographing the whole crime scene from a medium and close distance in addition to closely photograph the evidences using the measuring tools when it is necessary to do so.
4. Photographing the main evidences before moving them and coordinating such actions with the person responsible for drawing the location and the evidence register and the staff responsible for collecting the evidences.
5. Photographing all the finger prints and other types of prints present at the location before moving or processing them.
6. Preparing the photos file and the crime scene drawing.

The Sketch Maker :

1. Draw the area and illustrate it through a sketch.
2. Illustrating and showing the main objects in the location's sketch.
3. Define and give names to the areas which will be inspected advise the team's leader and members about the titles of such areas.
4. Obtaining the necessary assistant in taking the measurements and inspecting such measurements more than one time to insure its accuracy.
5. Insuring that the necessary administrative information is included in the sketch such as the drawing measurements.

Evidences Registrar or Evidences Keeper:

1. Photographing all the important evidences before its collection.
2. Include a description of the evidence at the evidence's envelop or container.
3. Signing and dating the evidence's container or envelop and keeping the evidence's chain of custody.
4. Collecting the evidences and baking them properly in order to secure its integrity and safety.
5. Keeping the evidences register and ensuring its safety.
6. Using the tools and methods needed for protection such as the gloves when dealing with evidences that could be contaminated (such as blood and bodily fluids).

Experts and Specialized Personnel:

In some instances there is a need to use the expertise of an external agency or person. Criminal forensics is a vast science, where no one single agency or department can provide all its services internally. Usually there is a need to call upon or use experts and specialized persons who has certain expertise in certain fields such as specialized scientific laps.

When dealing with external experts, there are certain issues that have to be taken into consideration:

- The integrity and efficiency of the related expert.
- The ability of the expert to work in the crime scene and to partner with the law enforcement agency and the public prosecution.
- The role of the expert in providing a specialized testimony before the competent court.

The experts have to be identified before they are needed in a certain case. There shall be a register that contains the names of the experts and their areas of expertise. Such experts shall be interviewed and met with in advance in order to define the best ways for partnership and joint work and in order to develop the inspection plan and the follow up procedures. The following are a list of the specialized assistance which might be taken into consideration:

- Dental expert.
- Blood patterns expert.
- Explosives expert.
- Criminologist.
- Engineering expert.
- Entomologist.
- Pathologist.
- Surveyor.

Fifth: the importance of applying the evidence chain of custody , due to its importance in keeping the evidence and protecting it from being lost or destroyed:

The integrity of the evidence submitted to the court, constitutes the most important point in the investigation work, because any suspensions related to the evidence might result in the court not accepting the evidence and thus losing the case by the public prosecution.

For the investigation to be legal and valid, the judge has to believe that the evidence which was collected at the crime scene is the same evidence that was analyzed and tested and to which the report submitted to the court belongs.

In order to achieve this, every step of the evidence's custody has to be documented. This means that the movement and transfer of the evidence from the first person to the time it is presented to the court has to be documented. The evidence has to be handed by the person who collected it in the crime scene to the next person based on a written form which contains the name of the person to whom the evidence was given, the name of the person who gave it, the time and date the handing over took place, the related evidence and its description.

The evidence chain of custody is composed of two documentary stages:

- A documentary record for the evidence from the time it was discovered at the crime scene till its handing over to the criminal lap , where it goes through the judicial police , the public prosecution and the court. This record proves without any doubts that the evidence belongs to the crime scene which is stated in the record.
- A documentary record for the evidence from the time it entered the lap and its registration until the final report is submitted to the court. This subject lays outside the scope of this manual.

In order to view and take an idea about the practical and scientific methods applied for collecting , keeping and analyzing evidences , a field visit to the General Security

Directorate Criminal Labs was conducted. All the public prosecutors participated in the visit. The visit started with a welcoming speech by labs' director, who also answered the participants' questions and discussed with them the cooperation mechanism between the criminal labs and the public prosecution departments, in order to facilitate and expedite the work process. A documentary movie was also displayed, which included them main task and functions of the criminal labs. An overview of the labs various departments were also given in addition to the functions and duties each department is entrusted with. These departments are:

- Firearms and projectiles section.
- Fire and arson section.
- Biological section.
- Prints section.
- Handwriting and documents section.
- K9 section.
- Training section.



Observations and Final Recommendations:

- Establishing a joint working team, to be headed by the head of the judicial police (the public prosecutors) in addition to the specialized police personnel.
- The importance of working towards facilitating the communications channels between the public prosecution departments from one side and the related official institutions and bodies, such as the criminal labs and the general security directorate from the other side. This could be done through the designation of a liaison officer in order to carry out such task, who is stationed at the public prosecution department.
- The creation of direct open channel of communications between the public prosecutor who is conducting the investigation and the general security members who collected and dealt with the evidences, where the police officers provide the public prosecutor with all the developments related to the criminal evidences. Such direct communications would help the public prosecution members in carrying out their duties.
- Sending the criminal labs' reports directly to the public prosecutor who is conducting the investigation and sending a copy to the public security department which is located within the public prosecution's department jurisdiction. This shall

be done in order to avoid the unnecessary columnisations and expediting the work process.

- Designing a method in order to unify the police files numbers with the public prosecution file numbers; this would facilitate the correspondences with the external parties.
- Clarifying the duties of the criminal laps in addition to defining the requests directed to it by the concerned public prosecutor when sending the samples to be tested. This is due to the fact that the requests are usually sent using general terms which takes time in order for the laps to conduct the requested tasks and send its final report.
- Involving the first public prosecutor in all the public prosecution departments and giving him/her the power to delegate other public prosecution members to attend the regular meetings which are held between the public security department and the leadership of the public prosecution, because the public prosecutors are aware of the problems and challenges that face the public prosecution in carrying out its duties.

Train the trainers (investigation skills)

crown plaza – Amman

Day one 10/11/2012

09:30 – 10:00 am		
Arrival and Registration Coffee Break		
10:00 – 11:30 am	Opening Session (concept of police and public prosecutors investigation)	<ul style="list-style-type: none">• Robert Dean (rule of law project COP)
11:30– 11:45 am		
Coffee Break		
11:45 – 1:15 pm	- Case study (A)	<ul style="list-style-type: none">• Robert Dean (rule of law project COP)
01:15 – 01:30 pm		
Coffee Break		
1:30 – 3:00 pm	<ul style="list-style-type: none">- Case study (A) continued- Case study (B)	<ul style="list-style-type: none">• Robert Dean (rule of law project COP)
03:00 pm	Lunch and leaving	

Day two 11/11/2012

09:30 – 10:00 am		
Arrival and Registration Coffee Break		
10:00 – 11:30 am	Case study (B) continued Case study (C)	<ul style="list-style-type: none">• Robert Dean (rule of law project COP)
11:30– 11:45 am		
Coffee Break		
11:45 – 1:15 pm	- Case study (C) continued	<ul style="list-style-type: none">• Robert Dean (rule of law project COP)
01:15 – 01:30 pm		
Coffee Break		
1:30 – 3:00 pm	<ul style="list-style-type: none">- Case study (D)- COMMENTARY ON FOLLOW UP INVESTIGATION- TRAINING METHODOLOGY- enhancing professionalism	<ul style="list-style-type: none">• Robert Dean (rule of law project COP)
03:00 pm	Lunch and leaving	

Train the trainers (investigation skills)

Crown plaza – Amman

Day one 17/11/2012

09:30 – 10:00 am

Arrival and Registration Coffee Break		
10:00 – 11:30 am	Opening Session (concept of police and public prosecutors investigation)	<ul style="list-style-type: none"> • Robert Dean (rule of law project COP)
11:30– 11:45 am Coffee Break		
11:45 – 1:15 pm	- Case study (A)	<ul style="list-style-type: none"> • Robert Dean (rule of law project COP)
01:15 – 01:30 pm Coffee Break		
1:30 – 3:00 pm	<ul style="list-style-type: none"> - Case study (A) continued - Case study (B) 	<ul style="list-style-type: none"> • Robert Dean (rule of law project COP)
03:00 pm	Lunch and leaving	

Day two 18/11/2012

09:30 – 10:00 am		
Arrival and Registration Coffee Break		
10:00 – 11:30 am	Case study (B) continued Case study (C)	<ul style="list-style-type: none"> • Robert Dean (rule of law project COP)
11:30– 11:45 am		
Coffee Break		
11:45 – 1:15 pm	- Case study (C) continued	<ul style="list-style-type: none"> • Robert Dean (rule of law project COP)
01:15 – 01:30 pm		
Coffee Break		
1:30 – 3:00 pm	<ul style="list-style-type: none"> - Case study (D) - COMMENTARY ON FOLLOW UP INVESTIGATION - TRAINING METHODOLOGY - enhancing professionalism 	<ul style="list-style-type: none"> • Robert Dean (rule of law project COP)
03:00 pm	Lunch and leaving	

Meeting Minutes

Location: The Head of the Public Prosecution Meetings Room.

Date and Time: 9-10-2012, 12:00 pm.

Attendees/ Judicial Personnel:

His Excellency the President of the Public Prosecution, Judge. Dr. Akram Massadeh

His Excellency Amman's Attorney General , Judge . Dr. Thaer Al Odwan .

His Excellency Grand Felonies' Court Attorney General , Judge. Ziad Al Damour.

His Excellency Irbid's Attorney General, Judge. Mohammad Al Dwairy .

Head of the President of the Public Prosecution's Office.

Mr. Robert Dean, Masaq Project Chief of Party.

Mr. Issa Maymoon.

Ms. Lamis Al Hillo

At the beginning of the meeting, Mr. Robert, thanked the attendees for giving him the opportunity to address the meeting and added that he has been in Jordan for almost a year and he is having a good time with the judges and public prosecutors he is working with. He also added that he will present a summary illustration of the project's work that was done last year: "we met last June with the various related persons where we discussed with them the issue of training programs and workshops , which you think it is appropriate to be attended by the public prosecutors. We are trying to hold some of the agreed upon training workshops. We had also discussed the report which was drafted by Mr. Paul, which includes all the related perspective and I think that copies of which were distributed to all of you. The report was a comprehensive one and was drafted with the needed precision. Since June we held a training program under the title "Crime Scene," which included a field visit to the Criminal Labs, this training was held during the months of June and September and will be held again at the end of this week and also at the middle of this month. At the end of all these training events the total number all public prosecutors will have had attended such training. In addition there was a questionnaire related to the training program which was distributed and filled by the participants, who expressed positive reaction, especially in relation to the criminal labs' visit which was conducted with expert Ghazi Thunibat. Some prosecutors indicated their need to a comprehensive training program in relation to criminal labs work and procedures. As to the procedures manual, Mr. Robert added that "we are willing to develop such manual as we did in Ramallah".

He also added that they had gathered the training material (Expert Ghazi Thunibat lectures) and distributed them to the participants in advance, and such materials will be distributed to the

participants in the upcoming training events. Another training program titled “Financial Crimes” which was to take place during the month of November was delayed till the month of December. There is also an expert trainer in Washington, who has an extensive experience in the training subject matter and had held many such training programs in the USA and Canada and she has the title of a general inspector.

Mr. Robert had provided the above mentioned trainer with information about Jordan and thus the Financial Crimes training will take place during the Month of December instead of November. The training will be conducted in two phases. Mr. Robert also met with an expert in the field of human trafficking from the US Department of Justice, who worked in both Georgia and Asia. This expert is willing to conduct training sessions in the subject of human trafficking, if there is a need to hold such training in Jordan. Judge. Nashat was consulted in this regard and asked to consult with the chief of the Public Prosecution. Mr. Robert also added that he spoke with an expert in the field of anti corruption and learned that the European Union deals with this expert in holding training sessions in Jordan. Mr. Robert asked the participants in the meeting of their views on conducting such anti corruption training programs in Jordan. He also added that he is required to submit the 2013 work plan in order to submit it to the American Embassy in Amman in order to provide the necessary funding for the work plan activities.

Mr. Robert also touched upon the criminal judicial judgments execution project, were Mr. Issa and Ms. Lamees and the working team selected two pilot courts in order to conduct the study, these two courts are West Amman First Instance Court and Zarqa First Instance Court. The study main goal was to spot the challenges and problems that face the execution of criminal judgments in addition to provide the appropriate solutions and suggestions to solve them. A report was developed and a copy was submitted to His Excellency the President of the Judicial Council. He also stated that His Excellency the chief justice gives this issue a great importance and through the project will also cover the relocation of all Zarqa’s First Instance Court including its public prosecution department to its new building. In addition the problem of West Amman First Instance Court will be also dealt with by moving it to a better location. The Rule of Law Project will work on this in coordination with the Ministry of Justice because there are many complaints regarding the court’s current location. **The plan will also include supporting the public prosecution and its various departments with all its needs.**

He also added that there are some appropriate offices but the buildings themselves are in bad shape and because the public visit such offices, it does reflect the image of the judiciary, thus the issue of buildings and infrastructure shall not be ignored, because of its importance and effect on the public’s perception towards the judiciary. He concluded by saying that all suggestions and observations are to be collected in order to submit them the officials in charge.

In response to Mr. Robert’s presentation, Dr. Akram Masadih (the President of the Public Prosecution) thanked Mr. Robert for his presentation and added that there is a will in continuing to work with the project and the programs, which aim at uplifting the level of performance, where the its various components are of vital importance. He also touched upon the subject of the execution of criminal judicial judgments, which was discussed with the public security directorate in the regular and continuing meetings both the public security and the public prosecution hold together, the latest of

which was held on the 1st of October 2012, where the subject of electronic concoction was one of the most important issues to be discussed during the said meeting. He also added that they will provide the project's staff with the suggestions and recommendations in this regard, pointing out that the project's staffs are more capable of providing new ideas related to the practical side of the work.

On his part His Excellency Amman's Attorney General Thaer Al Edwan stated that the project has three components and asked if the courts to be relocated from its current buildings to new building, would the new building be owned by the government or would it be rented ones and who will pay the rent ? And would the rent be paid for a certain period? He also talked about the issue of the money laundering training workshops and programs in addition to the training related to juvenile offenders and how to deal with them in addition to the possibility of providing special rooms to host the juveniles in the courts. He also added that he will coordinate with the chief of the Public Prosecution and the other attorney generals in order to submit a memo which includes their needs and suggestions.

The Grand Felonies' Court Attorney General, Judge. Ziad Al Damour started his remarks by talking about the public prosecution's work plan he had previously submitted and provided a copy of which to Mr. Robert. The said work plan includes six components and added that Mr. Paul's report is in fully harmony with the work plan. He added that the training component should focus not on raising the number of trainings conducted, but should instead focus on the outcome of the training which shall be reflected in the public prosecutors' work and abilities. He also stressed that the basis of the public prosecutor's work depend on his/her knowledge on how to initiate the investigation (basics of work). He also added that holding any training program without having specialized prosecutors and specialized departments within the public prosecution will not have any benefits in relation to the public prosecutors' work. He also pointed out that the training program related to the training of trainers which was held, should have been longer than three days because the time was not sufficient to conduct such training.

In his remarks His Excelancy Irbid's Attorney General, Judge. Mohammad Al Dweeri talked about the criminal judicial judgments' execution by saying that there are around (50,000) criminal judgments notifications at Irbid's Attorney General's Office and the problem lays in serving such judgments to the convicted individuals, and thus there is an urgent need to find a way to do this. He also talked about article (185) of the Criminal Procedures Law. In response to the above stated, Mr. Essa said that they are willing to submit a memo related to the electronic connection issue in relation to the execution of judgments, and such memo will be ready to be distributed in the next meeting. He also asked the public prosecution to prepare a memo and handed it to him so it would be ready after the Adha holidays. Mr. Robert asked if there would be a special law governing the public prosecution , where Dr. Akram Masaadiah replied by saying that the public prosecution will work on drafting a new law when a Parliament is elected and a new government is formed.

Finally at the end of the meeting ,Mr. Robert talked about the European Union project which is related to the development of the public prosecution ,where he said that there are good relations between them and Mr. Jim and there is no overlap in both projects work and functions and that the EU is interested in certain topics such as money laundering and alternative sentencing. He also stressed that the **United Stated Agency for International Development** (USAID) , which funds his project wants to only

work with public prosecutors and judges only and thus the police force is not included in the training workshops which are held for the public prosecutors. He said that this decision is a political one and hoped that the next year will be more productive than the previous one. It was agreed to hold the next meeting after the Adha holiday , so all related memos and papers will be ready.

Date: 3-10-2012

Letter Number : LE-1126-2-12

His Excellency the Head of the Public Prosecution

Greetings,

The Rule of Law Project – funded by the United States’ Agency for International Development- started its activities in 2004. It performed its activities in cooperation with both the Ministry of Justice and the Judicial Council. During this time period many accomplishments and successes were achieved, the most important of which are:

- The automation of all types of courts and the courts’ supporting departments.
- Activating the civil case management in all the Kingdom’s first instance courts.
- Activating the mediation departments which deal with civil disputes, in all the Kingdom’s first instance courts.
- Holding special training programs for courts’ administrators.
- The reorganization of some of the courts’ departments and providing such departments with the needed equipment and systems.
- Activating the Judicial Council’s administrative units, which resulted in doing the following :
 - Preparing and adopting the Judicial Authority Building Strategy for the years 2012-2014.
 - the development of the Judicial Council’s training plan.
 - Issuing the first edition of the Judiciary’s Magazine and launching the new Judicial Council’s website.
 - Holding a special workshop related to administrative judiciary (a two levels administrative judiciary).
 - Holding several workshops in order to discuss proposed amendments to the judgments execution law, the civil procedures law and the criminal procedures law.
 - Holding workshop related to the proposed articles to be added to the criminal procedures law, which are related to alternative sentencing.
- A study related to the execution of both civil and criminal judgments was prepared. The study pointed out all the problems which face the execution of such judicial judgments, whether such problems are related to the governing laws or the applied procedures.

It is worth mentioning that a large part of the Rule of Law Project’s work and activities (starting from the month of November 2011) focus on the public prosecution and the public prosecution departments , in order to know the problems and obstacles which are facing the

public prosecution and its work. Many steps were taken in this regard, the most important of which are:

- Holding meetings with a large number of the public prosecutors in their places of work by Mr. Robert Dean (the Rule of Law Project's Director) and his team, where many subjects related to the work of the public prosecution were discussed during such meetings. The discussions focused on the legislative, procedural, logistical and human resources and training aspects of the public prosecution's work.
- The development of a questionnaire related to the public prosecution's needs and distributing it to all the public prosecution's members , who filled it and returned it to the Project.
- The recruitment of a public prosecution specialized expert , who analyzed the information and data acquired through the above mentioned questionnaire and who also met with a group of the public prosecution's members in order to help him in drafting a public prosecution's development plan.
- Holding a three days workshop under the title (Defining the Public Prosecution's Needs) , during the Month of February 2012. All the public prosecutions' members attended this workshop, where the questionnaire results were presented to them and a thorough discussion took place between the attendees and the specialized expert. The workshop resulted in the development of a comprehensive report regarding the public persecution's needs.
- the activities which had to be implemented in order to face the problems defined in the above mentioned workshop were prioritized by holding a meeting with the Head of the Public Prosecution and the attorney generals during the month of June 2012. During the said meeting emphasis were given to the points stated in the meeting's minutes attached to this letter. It is worth mentioning that a number of agreed upon activities were implemented and work is underway in order to implement the rest of such activities.

As to the training plan a training program related to the train of trainers on investigation skills was held by Mr. Robert Dean in June, 2012. Work is underway in order to implement the rest of the prosecutions' training plan in cooperation with the Judicial Council's Training and Specializing Unit , which were approved by His Excellency the President of the Judicial Council. The below stated table shows the training programs that will be held before the end of the present year.

Training Program Title	Participants	Number	Date
Crime Scene Management Skills, including a field visit to the Criminal Labs.	Amman's Attorney General and The Grand Felonies' Court's Attorney General in addition to 30 public prosecutors.	32	2012/9/19 (Held) 2012/9/20
	Irbid's Attorney General and	30	2012/10/10

	30 public prosecutes form the Kingdom's courts		2012/10/11
	Moan's Attorney General and 30 public prosecutes form the Kingdom's courts	30	2012/10/17 2012/10/18
Financial Crimes	Amman's Attorney General and The Grand Felonies' Court's Attorney General in addition to a number of public prosecutors.	25	2012/11/14-13
	Irbid's and Moan's Attorney Generals in addition to a number of public prosecutors	25	2012/11/18-17
Train of Trainers related to training skills.	Public Prosecutors	15	2012/12/ 2- 1
	Public Prosecutors	15	2012/12/16-15

Note: the training program related to the financial crimes might be delayed; this will be decided this week after the recruitment procedures of a specialized expert are done.

At the end we would like that Your Excellency review the above mentioned information in addition to the attachments and feel free to add any activities or suggestions you might see as important in order to enhance the efficiency of the public prosecution's members. At the same time we look forward to meeting you and the attorney general on Monday, 8-10-2012.

With all due respect ,,,,,,

Robert Dean

Chief Of Party

Rule of Law Project

Attachments:

1. The Public Prosecution's Needs Report, derived from the workshop which was held in February 2012.
2. The Public Prosecution's Leadership Meeting's Minutes, which was held in June, 2012 and the recommendations related to future activities it included. A large portion of such activities were implemented during the past period.
3. The Train of Trainers Program report. The training was held in June 2012 under the title (Investigation Skills).
4. The Gap Analysis Study related to the execution of both civil and criminal judgments in addition to the related work plan in order to develop the work mechanisms in the related departments.
5. A letter issued by the Judicial Council's Training and Specialization Unit to His Excellency the President of the Judicial Council, in relation to the public prosecution's members training courses which will be held this year.
6. His Excellency the President of the Judicial Council letter which shows his approval on holding the training programs stated in the before mentioned paragraph.
7. The first phase agenda and the names of the participants in the training related to the crime scene management which was held in 19-20/9/2012.
8. The second and third phases agendas in addition to the names of the participants in the training program related to the crime scene management which will be held during 10-11/ 10/2012 and 17-18/10/2012.

19 December 2012

His Excellency, the President of the Public Prosecution

Greetings,

The Rule of Law Project would like to extend its thanks and appreciation to your Excellency for the great efforts which were carried out and still being carried out by your Excellency and the honourable attorneys general in addition to all the public prosecution members. These efforts contributed largely to the enhancement and development of the public prosecution's functions and works.

We would like to also thank you for your full and unlimited support to our Project which was clearly reflected by the appointment of a special committee in order to support us in planning, organizing and implementing our activities. Please allow us to summarize for you the most important activities and achievements which were done during this year.

First: Identifying the public prosecution's needs through the following measures:

- Holding meetings with a large number of public prosecutors at the work places and discussing with them the various issues and matters which are related to the public prosecution. Such issues focused on the legislative, procedural, logistical aspects of the public prosecution's work in addition to issues related to human resources and training.
- The development of a special questionnaire in order to capture the public prosecution's needs. This document was distributed, completed, and returned to us by all the public prosecution's members.
- Holding a workshop entitled "Identifying the Public Prosecution's Needs" during the month of February, 2012. The workshop was held for three days, where the questionnaire results were presented and followed by thorough discussions between the members of the public prosecutors and a special prosecution expert, who was recruited by the Project. The discussions resulted in a comprehensive consultant's report detailing the needs of the public prosecution in order to carry out its duties.

Second : Training Program:

- A workshop under the title "The Scientific Management of the Crime Scene" was held, which included a field visit to the criminal labs of the Public Security Directorate. This workshop was held for three times.
 - First stage : was held in the presence of Amman's Attorney General and the Grand Felonies' Court Attorney General in addition to the participation of (30) public prosecutors from throughout the Kingdom.
19-9-2012 – scientific training on how to deal with the crime scene.

20-9-2012 – a field study visit to the criminal labs.

- Second stage : was held in the presence of Irbid's Attorney General in addition to the participation of (30) public prosecutors from throughout the Kingdom..

10-10-2012 – scientific training on how to deal with the crime scene.

11-10-2012 – a field study visit to the criminal labs.

- -Third stage: was held in the presence of Ma'an's Attorney General in addition to the participation of (30) public prosecutors from throughout the Kingdom.

17-10-2012 – scientific training on how to deal with the crime scene.

18-10-2012 – a field study visit to the criminal labs.

- A training workshop under the title “Investigative Skills” , conducted by the criminal justice expert Mr. Robert Dean (Chief Of Party, Rule of Law Project).
 - First stage (19-21/6/2012)
 - Second stage (10-11/11/2012)
 - Third stage (17-18/11/2012)
- A training workshop related to financial crimes, which was conducted by the criminal justice expert Ms. Isabel Kuming . the attorney generals in addition to fifty public prosecutors participated in this training according to the following schedule:
 - First stage : 1/12/2012 , Amman Attorney General in addition to 26 public prosecutors from the various kingdom's courts participated in the training.
 - Second stage : 2/12/2012 , both Irbid's and Moaan's attorney generals in addition to 25 public prosecutors from the various kingdom's courts participated in the training.

Third: Preparing a special stud concerning the execution of criminal and civil judgments in Zarqa's First Instance Court and West Amman First Instance Court

This study resulted in the production of a detailed report concerning the current situation in both courts and it also included certain related recommendations and a work plan directed towards the development of the judgments' execution process by targeting all related aspects and issues such as the legislative framework, organizational structures, human resources, infrastructure and communications.

The following is a list of the activities which are to take place during the last year of the project :

- Training programs related to human trafficking .
- Training programs related to corruption crimes.
- Advanced training programs related to financial crimes and training of trainers.
- The development of a procedural manual related to crime scene management. Discussing such manual with a number of judges and public prosecutors who have the needed experience in this regard.
- The implementation of the execution process development work plan and the enhancement of the criminal judgments' execution departments' infrastructure by restructuring and reorganizing some departments and supplied it with the needed furniture , equipment and tools , in order to be able to carry out its duties and functions. This work will be carried out in full coordination with the Ministry of Justice.
- The development of the public prosecution by supporting the issuance of a special law which governs the public prosecution, its work and functions, in addition of its composition and structure.
- Introduce the public prosecution's leadership to other models of public prosecution systems by discussing the suggestion related to conducting a field visit to another public prosecution apparatus in deferent jurisdictions.
- The possibility of supporting the electronic linkage between the public prosecution departments and the related governmental and public departments, which its work is related to the public prosecution's work.
- Material support to enhance identified prosecution offices including the Amman Attorney General's Office and the Amman Central Prosecution Office.

Finally, please allow us to repeat our thanks to you Excellency , as we always hope for more cooperation and support in order to implement the above stated activities during the coming year and any other activities or suggestions you may deem as necessary to enhance the efficiency of the public prosecution members.

With all due respect

J. PROJECT INDICATORS (focus on most important indicators)				
Primary Performance Indicator(s)	Baseline (year)	FY 11 Actual	FY 12 Actual	FY 13 Target
Average per week number of inquiries made for case information via kiosks and web portal (Indicator from the ROLP's 2008-2011 PMP).	2142	15,197	73,915	73,915
Explanation of Discrepancies: Currently at 73,915 per week. Substantial increase due to special access given to lawyers, the launch of the Judicial Council's website, and rollout of kiosk application to all first instance courts.				
Number of legal provisions, regulations and procedures designed to enhance judicial independence supported with USG assistance		3	7	3
Explanation of Discrepancies: exceeded target to respond to the need for support in implementing Constitutional amendments.				
Number of Judicial Council press releases published via media to enhance the public's understanding of reforms to judicial authorities and administration.		3	18	6
Explanation of Discrepancies: exceeded target as a result of increased capacity of the Administrative Units of the Judicial Council to report on judiciary related issues.				

K. MILESTONES IN THE PAST SIX MONTHS	
Milestone	Status
<ul style="list-style-type: none"> Completion of gap analysis of execution of judgments 	Completed in August 2012 and sent to the Judicial Council for action.
<ul style="list-style-type: none"> Initiated implementation of recommendations contained in the <i>Final Report of the Execution of Judgments – Gap Analysis</i>. 	Approval was secured to start implementation of recommendations. Preparatory work started and are underway.
<ul style="list-style-type: none"> Launch of the Judicial Council website 	Completed (July 2012)
<ul style="list-style-type: none"> An adopted strategy for the enhancement of the public prosecution office 	Completed (June 2012)
<ul style="list-style-type: none"> An adopted training plan public prosecutors 	Completed (June 2012)
L. MAJOR ACTIONS/EXPECTED RESULTS IN NEXT SIX MONTHS	
Milestone	Target Completion Date
<ul style="list-style-type: none"> Improve capacity of courts. 	September 2013
<ul style="list-style-type: none"> Continue implementation of recommendations contained in the <i>Final Report of the Execution of Judgments – Gap Analysis</i> 	September 2013
<ul style="list-style-type: none"> Complete preparatory work for conducting a perception survey among stakeholders related to the judiciary and courts. 	January 2013
<ul style="list-style-type: none"> Implement training plan for public prosecutors. 	April 2013 (started June 2012 and ongoing)

Consolidated

Standard Indicators	2010 Results	2011 Target	2011 Results	2012 Target	2013 Target	2014 Target
<p>2.1.2.-7 - Number of Judges and judicial personnel Trained with USG Assistance 2.1.2-7a Number of men 2.1.2-7b Number of women</p> <p>Partners reporting DPK and ABA</p>				350	300	300
<p>Narrative Explanations: ROLP: <i>*NOTE to COTR: In 2009 ROLP provided statistics on the number of JUDGES trained as a result of 100% USG assistance and the number of judges trained as a result of joint USG and GOJ assistance. USAID chose to report “2009 Results” as a sum of these categories. Therefore to maintain consistency ROLP will again provide statistics for the two categories of training and report the 2010 Results as combined number of judges trained. (See table 1 below)</i></p> <p><i>Court STAFF are also trained as a result of 100% USG assistance and joint USG and GOJ assistance. These persons trained are INT included in the 2010 Results figure above, however they do represent valuable assistance provided by USAID to the Jordanian justice sector and you may want to note this in text, if any, related to this indicator. (See table 2 below)</i></p> <p>ABA: 28 women judges in 2011. Target for 2012-13 is 70.</p>						

Standard Indicators	2010 Results	2011 Target	2011 Results	2012 Target	2013 Target	2014 Target
2.1.4.-3 (Mandatory) - Number of domestic NGOs engaged in monitoring or advocacy work on human rights receiving USG support Partner reporting (ABA) + Direct USAID Grant				2	2	2
ABA (NCHR)				1	1	1
Narrative Explanations:						
For this indicator : support for NCHR and CDFJ						
2.1.3.-13 Number of USG-assisted courts with improved case management (Partners: ROLP) Partner reporting DPK	74	74	74	17	17	0
ROLP						
Narrative Explanations: ROLP: The Civil Judgments' Enforcement Program was applied in all first instance courts. The Criminal Judgment's Enforcement Program was applied in all courts around the Kingdom. The introduction of the programs included training of all related courts' staff members. ROLP will be working on case management for the enforcement departments at the 17 courts of first instance.						
				14	14	14

Standard Indicators	2010 Results	2011 Target	2011 Results	2012 Target	2013 Target	2014 Target
2.2.1.-6 - Number of Public Forums Resulting from USG Assistance in Which National Legislators and Members of the Public Interact Partners reporting (NDI and DPK)						
For new indicator : NDI: 12 DPK: 2						
2.3.3.-1 Number of individuals who receive USG-assisted political party training (Partner: IRI) – Partner reporting IRI	570	400		400	400	?
			512	300	300	
Narrative Explanations: Target revised to 300 as per IRI recommendation						
2.4.1.-9 (Mandatory) - Number of civil society organizations (CSOs) receiving USG assistance engaged in advocacy interventions				10	10	10

Standard Indicators	2010 Results	2011 Target	2011 Results	2012 Target	2013 Target	2014 Target
Partners reporting (CSP, ABA and NDI)						
<p>Narrative Explanations:</p> <p>ABA: 2011-AWLN 2012-13 target is three groups: AWLN, SIGI, NCHR</p> <p>CSP: Should be limited to advocacy interventions</p> <p>NDI: Should be limited to advocacy interventions</p>						
<p>2.1.4.-7 (Mandatory) - Number of human rights defenders trained and supported Partners reporting (CSP and ABA)</p>				50	70	70
<p>Narrative Explanations:</p> <p>ABA: ABA has surveyed the university law professors teaching human rights and compiled information on how often human rights is taught at law faculties, the subjects addressed, and information needed. A committee of law professors is working with an international expert and ABA staff to develop new materials. ABA will be training lawyers and law students on human rights.</p> <p>CSP: CSP will be offering a program on upgrading of curricula and training techniques for NGOs working on democracy and governance issues and expects to support at least 5 related to human rights topics during 2012.</p>						

Memorandum

Date: 16 October 2012

To: Ana R. Klenicki
From: Robert L. Dean – COP - ROLP
Re: 2012 Indicators – Rule of Law Project (ROLP)

The three key accomplishments noted below of the ROLP project this past fiscal year are fairly representative of the scope of our work this year. Meanwhile, our primary challenge stems from interacting with a system which is in the midst of extensive change and reform. This has resulted in repeated turnover of judicial leadership and a lack of continuity and consistency in policy, management, and priorities.

1. A fully operational and sustainable Technical Office of the Cassation Court

This year was the first fully operational year of the Technical Office of the Cassation Court, Jordan's highest court. ROLP began the necessary legal foundation work to establish the Technical Office in 2010 regulations and administrative directions. Next, ROLP provided the necessary equipment and furnishings for the office and provided the training of the judges and legal assistants who were assigned to the unit. The Technical Office handles the case management of all the cases filed in the Cassation Court. This involves organizing, reviewing, screening, preparing, and researching the incoming cases to the Cassation Court and then assigning to the judges for judgment. The results have been excellent. There is no longer a case backlog. Previously, as a result of a large backlog, cases took up to two years before distribution to judges. The Technical Office now distributes the cases to the judges within 30-40 days of initial intake. Cases are now resolved in a quick and orderly fashion. Due to the research and orderly distribution of decisions, a more consistent and uniform jurisprudence is developing which can only enhance citizen respect and confidence in the judiciary as a whole. Decisions are now available on the recently launched Judicial Council website which was made possible by support from ROLP.

2. The Judicial Authority Strategy 2012-2014

ROLP worked closely with Chief Justice Mohammad Al Mahameed and the Judicial Council in developing the *Judicial Authority Strategy 2012-2014*. This effort was anticipated by the Constitutional Reforms of 2011 was specifically launched by a letter from His Majesty King Abdullah to the Chief Justice on September 29, 2011 directing him to develop a Strategy for building Jordan's Judiciary into a strong and independent unit of government which would earn the trust and confidence of society. Using a collaborative approach through workshops, round tables, and extensive consultations, the developing process drew upon extensive input from the entire judiciary. ROLP provided key support in developing a detailed document which is now serving as the blueprint for judicial reform and related activities throughout the Kingdom. The document, entitled *Judicial Authority – The Strategy of Building – 2012-2014 (JAS)* is organized

into Three Chapters which provide a (1) a critical description and analysis of the status quo, (2) a comprehensive vision, mission, pillars, objectives and activities of the judicial authority, and (3) a matrix providing an organizational structure for the programs and objectives of the strategic plan for three years. The Pillars, which provide the governing themes for the judiciary are divided in the JAS as follows: (1) Set the Principles of Judicial Independence and Build its Institutions; (2) An Enhanced Judicial Authority that is Competent, Effective, the Guarantor of Fair Trial and Promotes Public Confidence; (3) Achieve an Efficient Criminal Justice System According to Latest Criteria; (4) Institutionalize the Relationship between the Judiciary and the Ministry of Justice; (5) Enhance Communication Channels between the Judicial Authority and Other Institutions; and (6) Contribute to Building Public Confidence in the Rule of Law. On 7 February 2012, His Majesty King Abdullah endorsed the JAS in its entirety at a meeting with Chief Justice Mohammad Al Mahameed. The King underlined his commitment to the independence and integrity of the judiciary which, he emphasized, must be protected from social and political influences.

3. The Execution of Judgments Pilot Project – Study and Gap Analysis with Recommendations and Proposed Work Plan

Starting in May of 2012 ROLP launched a comprehensive study of the Execution of Judgments processes in both civil and criminal judgments in two courts which served as pilot projects aimed to improve the Execution of Judgments throughout the Kingdom. Over the course of May through August, ROLP staff along with a systems process consultant conducted an extensive study of the Zarqa and West Amman courts. The *Final Report on Execution of Judgments – Gap Analysis*, which was recently submitted to the Chief Justice, Minister of Justice, and the Chief Prosecutor General is an extensive analysis of the current state of execution of judgments. The inefficiencies in both the criminal and civil executions are perhaps the greatest weakness in Jordan's Judicial Process. The Chief Justice recently noted that improving this process is a priority. The *Final Report*, contains a number of recommendations and a proposed work plan which will serve as the basis for many of the project activities in the coming year. Our goal is that with support from the Judicial Council, we will be able to implement most if not all of the recommendations set forth in the Final Report and realize efficiencies and improvements in the execution procedures in Zarqa and West Amman. With this experience and lessons learned, we hope that the processes can be improved throughout the entire Kingdom.

Challenge:

Our work involves extensive interaction with two key governmental components which impact greatly on the Judiciary. They are the Judicial Council and the Ministry of Justice. The Judicial Council is the governing body for Jordan's Judiciary. It is headed by the President who is also the Chief Justice of the Cassation Court. He is appointed by the King and is the highest ranking judicial officer in the Kingdom. Jordan's judiciary is composed of approximately 900 judges, 90 of whom are assigned as public prosecutors. The Chief Justice wields enormous power over the direction of the judiciary as does the Minister of Justice. The Judicial Council, which used to

be a branch of the Ministry of Justice, is now functioning more or less independently in many aspects. This past year has been marked by extensive change and upheaval in both the Judicial Council and the Ministry of Justice. Within the past year, there have been three different Chief Justices and four Ministers of Justice. The current Chief Justice Al-Tal was appointed in May. The previous Chief Justice served just eight months. With each new Chief Justice and with each new Minister of Justice we have been confronted with changes in demeanor, philosophy, attitude, and outlook. Other personnel changes within the ministry and Judicial Council also took place. Our counterparts are in the midst of considerable flux due to the Constitutional Reforms of last year. This has caused changes and delay in some of our programming. We need to adapt quickly to the lack of consistency and the changing outlooks brought about by the regular turnover of judicial leadership as Jordan finds its footing in implementing the reforms and confronting the reality of Judicial Independence. Of course, in a perfect world we would not be confronted with this carousel of leadership change. Accordingly, ROLP must work to maintain its relationships with this ever changing judicial leadership and be nimble and flexible in adjusting to and supporting the differing priorities that each new leader brings.

Memorandum

To: George Kara'a – USAID

25 November 2012

From: Robert L. Dean – COP - ROLP

Re: Anti-corruption Work

ROLP is in the midst of several activities which are reflected in the ROLP Year 5 work plan that address certain needs of the prosecutors and judges related to the anti-corruption effort in Jordan. In planning, we have taken into consideration the efforts of the EU funded *Anti-corruption Commission Twinning Project* and the EU funded *Supporting Criminal Justice Reform in Jordan* project.

1. Based upon the inputs received during last year's workshops and on-site visits which were conducted as part of the Prosecution needs assessment, the prosecutors and the prosecution leadership indicated a need for further strengthening in investigating and prosecuting financial crimes. A financial crimes investigator/ prosecutor from the United States (Ms. Isabel Cumming) will be delivering a "basic financial crimes" course this weekend (December 1-2) to fifty-five judges, (3) trial judges and (52) prosecutors. She will return early next year for a longer period of time to provide training in more advanced and complex financial crimes investigations for the same cadre of judges.
 - a. Note: A solid backing in financial crimes investigations is essential for political/governmental corruption investigations as such investigative techniques as asset tracking and cyber/computer stored data analysis are routinely employed in such cases.
2. The EU is supporting a twinning project with the Anti-Corruption Commission. ROLP has met on a number of occasions with Matti Raatikainen, the Resident Twinning Advisor to the EU twinning project. They have been scheduling and providing training with members of the ACC with financial crimes and anti-corruption experts from Europe. Bearing in mind that the ACC refers cases to the prosecutors for further investigation, charging, and trial, we feel it is advisable to utilize those experts who trained the ACC to provide training to a much larger audience of prosecutors and judges later in the Spring. This will insure consistency with the ACC training.
 - a. Note: Money Laundering is a tactic as well as a crime in which the offender attempts to hide ill-gotten gains. Law enforcement needs to constantly be creative in detecting the methods used to hide and then enjoy their ill gotten gains. ROLP has consulted with the EU funded *Supporting Criminal Justice Reform in Jordan*. They have expressed a strong interest in providing training for prosecutors in money laundering. ROLP is taking care to coordinate to avoid duplication and to provide consistency in training.
3. ROLP will continue to offer English language classes to staff of the ACC. After placement tests were taken in the Spring, 15 ACC staff were enrolled in the first course (May-July); 12 staff enrolled in the second course (September –October); and 8 staff are currently enrolled. This is

essential to the ACC operations as many bank statements and financial documents are issued in English. In addition, financial crimes and corruption investigations often involve joint and collaborative efforts on an international scale and English language as a tool is very helpful to manage communications issues.