






Service / Sub-service Information Form

Service Title: Developing National Library and Archival Standards		Service ID: 17022305000	
Service Type: <input type="checkbox"/> Government to Citizen Service (G2C) <input type="checkbox"/> Government to Business Service (G2B) <input checked="" type="checkbox"/> Government to Government Service (G2G)			
Service Description: <p>Development of national and international standards for archives and library specialization.</p> <p>In the book domain: Development of necessary guidelines and standards for various types of libraries and information centers, including standards for university libraries, specialized libraries, school libraries, prison libraries, the Iranian Library Guide, and similar resources. In the field of records, it involves the preparation and development of regulations, rules, and standards that ministries and government-affiliated institutions must follow in organizing, recording, and maintaining their documents and files. It also includes the preparation and development of necessary guidelines and standards for cataloging, indexing, and scanning documents, and their dissemination to all records units across governmental organizations in the country.</p>			
Required Documents:			
Service Details	Average service delivery time:	Case-dependent	
	Service Hours:	8:00 to 16:00	
	Number of Required In-Person Visits	
	Service Fee (Rial) for User	Amount(s) (Rial)	Bank Account Number(s)
.....			
Service Access Channel	<input type="checkbox"/> Online 		
	<input checked="" type="checkbox"/> Email 		
	<input checked="" type="checkbox"/> Interactive Voice Response (IVR) or Call Center 		
	<input type="checkbox"/> Mobile Phone 		
	<input checked="" type="checkbox"/> Short Message Service (SMS) 		

Service Offices / Front Service Desks



Service / Sub-Service Acquisition Flowchart (From the Applicant's Perspective)

