

**The Hashemite Kingdom of Jordan**



National Center for Human Resources  
Development (NCHRD)

**NATIONAL STANDARD LABOUR  
AND HUMAN RESOURCE  
DEVELOPMENT INDICATORS  
FOR THE  
HASHEMITE KINGDOM OF  
JORDAN**

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## **1.0 Background, Objectives and Report Structure**

### **1.1 Background**

The following study, to identify potential labour market and human resource development indicators which would serve as measures against which to assess the behaviour of the labour market in Jordan, has been carried out under the aegis of the Canada Jordan Economic Development through Technical Skills Project (EDTSP).

Under the EDTSP project, resources were allocated in 1996 to fund the development of a Vocational Education Management Information System (VEMIS). As an initial step a Canadian Technical Advisor was retained to assess the current situation and to design a VEMIS framework. The resultant report, "A Practical Design for a Vocational Management Information System"<sup>1</sup> provided the basis for an examination of the scope and nature of information products which would lead to enhanced understanding and improved efficiency of the labour market in Jordan. The result of this examination was a recognition that development of supply side information products would be of limited value without parallel demand side data. As a result, the VEMIS proposal was modified with a view to initiating activities that would lead to the development of a more comprehensive Jordan Labour Market Information System (JLMIS).

Recognizing that the level of effort necessary to develop a LMIS lay outside the scope of the EDTSP project, a proposal to seek additional funds was formulated and submitted to the Canadian International Development Agency (CIDA). This submission coincided with a technical mission to Jordan by Human Resources Development Canada (HRDC) in the fall of 1997. The HRDC team was tasked with "determining Jordan capacity and readiness to provide a Human Resources Development Information Service (HRDIS) which could effectively support the policy making, planning and labour market activities of government, education, individuals in the labour force and business leaders". During the mission, the team members undertook an assessment of relevant data producers and data users with a view to analyzing gaps in technology, organization, statistics and analysis which needed to be corrected for the effective design and delivery of the proposed HRDIS. Details of the HRDC team findings and project proposals are shown in the mission report entitled "Jordan's Best Opportunities for Service

Improvement"<sup>2</sup> which outlined five sub projects and an associated implementation budget.

In mid 1998 CIDA approved project funding which was followed by an inception mission in December 1998. The resultant Draft Project Management Plan consolidated the project into the following four sub-projects:

- A National Labour Market Information Service
- A National Business Data Base
- An Electronic Recruitment Service
- Counsellor Professional Development

Following submission of the management plan, a Project Steering Committee and an NCHRD Project Director were designated, together with a process being initiated for approval of the Jordanian funding component.

## **1.2 Objectives**

Recognizing that a number of developments had occurred since project formulation, and recognizing the benefits associated with engaging the Jordanian partners in preparatory activities prior to the HRDC team members arrival on the ground, it was recommended and agreed by the EDTSP Project Steering Committee and Project Management Committee to redirect Technical Assistance resources originally allocated to VEMIS, with a view to enhancing readiness to engage in the HRDIS project. Terms of Reference for the Technical Assistance activity are provided in Annex 1. The work is seen to be guided by the following four objectives:

- To identify and recommend for consideration a set of human resource development and labour market indicators.
- To document current data sources that would support the development of Human Resources Development Indicators periodically.
- To recommend such actions as would enhance efficient data collection and dissemination mechanisms and the timely preparation of measurements for the identified indicators.

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<sup>1</sup> Robert Parks 1996.

<sup>2</sup> Mike Simms, Susan Donavan Brown, Patrick Mahaux

Section 2.0 provides a brief discussion of the evolution of labour market information systems as context for the remainder of the report. Section 3.0 provides a background to those agencies in Jordan who collect data relevant to the labour market, together with information on data gathering and reporting methodologies. Building on the two previous sections of the report, Section 4.0 provides a suggested set of labour market and human resource development indicators which might be derived from an HRDIS for Jordan. Finally, Section 5.0 provides observations for consideration when implementing the HRDIS project.

## **2.0 Labour Market Information Systems**

While the study objectives focus on the identification of indicators, it is appropriate to set the work in the wider context of labour market information systems and the various mechanisms employed to achieve improved quantitative and qualitative equilibrium between labour market supply and demand.

This section of the report provides a brief overview of historical and current approaches to labour market analysis and their relevance to Jordan's needs. The section concludes with a definition of the indicator concept as used throughout the remainder of the work.

### **2.1 Manpower Requirement Forecasting**

During the "industrial period" of global economies, manpower planners typically adopted manpower forecasting techniques based on a model which:

- Estimated overall economic output for a given period
- Allocated the output across industry sectors and estimated the labour requirements to produce these outputs
- Translated the labour requirements into education requirements based on the assumption that each job corresponded to a specific occupational job and type of education or training.
- Forecast the education and training requirements compared with the stock of labour adjusted for attrition and new entrants, to estimate the need to expand or contract the education system.

Experience has shown that this model is founded on a number of invalid assumptions leading to incorrect and misleading forecasts. These assumptions or inconsistencies include:

- Manpower ratios do in fact change in response to economic circumstances with the substitution of technology or capital leading to erroneous estimations of labour requirements
- The direct conversion of labour requirements by occupation into education requirements is also inconsistent with experience. Tracer studies have shown that people arrive in various occupations by many diverse paths.

- The model discounts the numerous ways in which employers respond to skill shortages through in-house training, adaptation of production or external recruitment.

Forecasting errors, particularly in the context of long term forecasting, have resulted in the abandonment of this technique in favour of more flexible labour market analysis or labour market signalling which shifts the focus from planning to analysis as shown in Box 1.

### Box 1

<b>Manpower Planning to Labour Market Analysis</b>	
<b>Manpower Planning Characteristics</b>	<b>Labour Market Analysis Characteristics</b>
Planning Manpower Counting heads Firm labour surveys Opinion surveys Occupational profile Public sector only Production efficiency only Technical efficiency Output-labour relationship Fixed wages Manpower needs Skill-specific training School-based training Free education/training Public education/training Filling long-term skill gaps	Analysis/policy making Labour Force Measuring wages Household surveys Tracer studies Educational profile Private and informal sector Equity/poverty Economic efficiency Cost-benefit analysis Flexible wages Labour supply and demand General training Firm-based training Cost recovery/user fees Private education/training Correcting present labour market distortions

Source: George Psacharopoulos International Labour Review 1991

## **2.2 Labour Market Signalling**

As noted above, labour market signalling uses data drawn from many sources to provide a more holistic analysis of the dynamics of the labour market. As examples:

- Monitoring wage trends in different categories of employment signals changes in supply and demand for different occupations.
- Monitoring and characterizing unemployment data provides signals relating to the qualitative and quantitative nature of oversupply of the labour market
- Monitoring the linkages between skill specialization and occupational placement signals the relevance and economic outcomes of training.

Thus, labour market signalling emphasizes economic outcomes measured in terms of wages, employment, costs and efficiency of education and training thereby focusing on the dynamic nature of demand and supply and distinguishing it from the technique of manpower requirements forecasting.

## **2.3 Data Sources**

The task of perceiving, interpreting and responding to labour market signals becomes the role of a Labour Market Information System. These systems are founded on national household and establishment surveys which are conducted annually, quarterly or monthly. The information they provide is used to identify structural changes in the economy and movements in relative wages and employment by skill qualification.

Key data sources, by type and purpose, upon which a Labour Market Information System is founded are summarized in Table 1.

**Table 1**

<b>Key Data Sources for Manpower Planning</b>		
<b>Data source</b>	<b>Type of data</b>	<b>Purpose</b>
National household survey	Population Labour force activity Employment Unemployment Incomes and wages Education and training Other demographic characteristics	Rate of return studies Wage and employment trends Labour market analysis
National establishment surveys	Employment Industry Earnings Firm size Value added	Wage and employment trends Productivity and labour market analyses
Social insurance administrative data	Employment Unemployment Earnings Industry	Wage and employment trends
Tracer studies	Employment Unemployment Earnings Occupation	Rate of return studies (benefits)
Cost studies	Capital costs Recurrent costs Enrolments Training capacity	Rate of return studies (costs)

Source: John Middleton. Skills for Productivity. 1993.

## **2.4 Definition and Use of Indicators**

In order to analyze the data and translate that analysis into useful signals, it is necessary to establish a series of relevant indicators which will describe the dynamic taking place in the labour market.

For the purposes of the study, it was considered important by the study team to establish a formal definition of the word "indicator" to serve as a reference point for the discussion which follows.

The definition shown in Box 2 is adapted from the "Glossary of Labour Market Terms and Standard Curriculum Development Terms" published by the European Training Foundation.

### Box 2

Indicator
<b>Definition:</b> An indicator is an observation, or a composite of observations, or a series of observations of a variable or variables which is taken to represent the behaviour of a specific phenomenon or series of phenomena. For example, the level of unemployment may be used to indicate the excess supply of labour, or the retail price index to indicate the general level of prices in shops.
<b>Comment:</b> Indicators may be <i>cardinal</i> , or <i>ordinal</i> , or <i>categorical</i> . A <i>cardinal</i> indicator is a numerical or quantitative measure, such as the number of unemployed, the number employed in a specific field or the number of graduates from different fields of education and training. An <i>ordinal</i> indicator is often an index number like the retail price index or the index of industrial production. It measures whether one observation is greater or less than another, without assigning a direct numerical quantity to what is observed. A <i>categorical</i> (or <i>nominal</i> ) indicator simply shows whether something specified has happened or not.

Building on the concept of an indicator as a "measure" or reference point when undertaking an analysis of a system, some important questions arise in the selection of indicators:

- What is the objective of the analysis and what questions are we trying to answer
- What is the coverage of the analysis in terms of geography, sectors, time, etc.
- What could or should be the impact of the analysis and what action needs to be taken to achieve the expected result.



- What mechanisms or tools are available for the exploitation of the findings and the implementation of a response.
- Is the analysis worth doing.

The foregoing questions have been used by the study team as a filter to guide the selection of potential LMIS indicators discussed in Section 5.0 of the report.

### **3.0 Data Sources Relevant to Human Resources and the Labour Market in Jordan**

The following section of the report outlines the primary data sources relevant to human resources in the labour market in Jordan. Commentary is provided on the mandate of each institution collecting data, the survey objectives, collection methods, frequency, and form of presentation.

#### **3.1 Department of Statistics**

The Department of Statistics (DOS) is a governmental institution established in 1949 by the General Statistics Act No. 24 and subsequent amendments. The principal tasks undertaken by DOS include:

- To act as a central statistical agency for collecting socio-economic and demographic data required by planners and decision makers.
- To coordinate, edit, tabulate, analyze and publish the data.
- To carry out censuses, socio-economic and demographic surveys.
- To act as a reference for the ministries, public and private sectors in terms of provision of data which reflect the performance of the national economy.

Economic surveys and resultant statistics collected by DOS include the following:

#### **Industrial Statistics**

Industrial data is collected through two basic sources: industrial censuses are executed once every five years at the most, and sample surveys of selected industrial enterprises representing various types of industry are performed every year. The industrial surveys usually include industrial enterprises the main activity which lies within one of the following activities:

- Mining and Quarrying
- Manufacturing
- Electricity
- Industrial Services (since 1994 published under Wholesale and Retail Trade according to ISIC3).

In addition to the annual surveys, DOS constructs monthly industrial production indices and quarterly indicators.

### **Wholesale and Retail Trade**

These statistics include annual internal trade surveys (wholesale and retail) in addition to quarterly indicators.

### **Services Statistics**

Services statistics are produced in form of an annual sample survey in addition to quarterly indicators. The survey covers two types of establishments:

- Profit-oriented establishments, such as restaurants, hotels, real estate, business services, medical and educational services and personal and social services.
- Non-profit establishments such as charitable organizations, chambers of trade and commerce, trade unions and sporting clubs and unions.

### **Construction Statistics**

These statistics include annual surveys in addition to quarterly indicators. They can be divided into the following three parts:

- Statistics of construction contractors including all construction establishments registered with the Jordanian Contractors Association, in addition to foreign establishments operating in Jordan.
- Statistics of construction licences (for governorates of the kingdom) issued by official institutions such as the Municipality of Greater Amman, other municipalities, the Aqaba Region Authority, the Joint Districts' Committees for Licensing and Surveying, and the village councils.
- Statistics of construction activity in the unorganized sector most of which is made up of construction activity by the private sector, executed by skilled labour or contractors not registered with the Jordanian Construction Contractors' Association.

## **Transport, Storage and Communication Statistics**

These statistics include annual surveys in addition to quarterly indicators. They cover:

- **Organized sector:** all establishments specialized in transport, storage and communication. DOS carries out annual surveys by adopting the method of comprehensive enumeration for establishments employing five persons or more, and the method of sampling for establishments employing four persons or less.
- **Unorganized sector:** all categories of public vehicles operating in the kingdom. DOS conducts an annual two-stage sampling survey and quarterly surveys in order to produce economic indicators.

## **Insurance**

These statistics cover all insurance enterprises in the Kingdom. DOS performs annual surveys in addition to quarterly indicators for this sector.

## **Banks and Financial Institutions**

These statistics cover all banks and all other financial institutions in the Kingdom except exchange offices. Data about exchange offices are collected on a sample basis. DOS performs annual surveys in addition to quarterly indicators for this sector. The data bank does not yet contain the data for the activities "Exchange offices" and "Amman Financial Market and other financial intermediation."

## **Employment Statistics**

Employment statistics includes all public and private firms employing five persons or more in various economic activities except those employed in the agricultural sector, the armed forces, public security and civil defense. These statistics provide data on the number of establishments, number of employees and their characteristics such as profession, sex, nationality and qualification. It also provides data on the compensation of employees and average paid working hours by economic activity.

Specific details on surveys relating to employment and unemployment are provided in the following sections.

### **3.1.1 Household Surveys**

Household surveys are undertaken to provide detailed data on the demographic, social and economic characteristics of the population in Jordan.

During the past six years, surveys have been taken with the following frequency:

<u>Year</u>	<u>No. of Surveys</u>
1994	1
1995	1
1996	2
1997	1
1998	3
1999	3

In future, DOS is committed to a minimum of four surveys per year with an intent to increase the frequency to a monthly basis subject to the availability of resources.

Statistical tables derived from the household surveys are grouped under the following headings:

#### **General Population**

These tables provide distributional percentages of population by urban-rural, governorate, educational level, educational specialization, sex and age.

#### **Manpower**

These tables provide distributional percentages of population by urban-rural, educational level, marital status and retirement status together with economic activity rates, and unemployment rates by similar criteria.

#### **Employed Population**

These tables provide distributional percentages of employed population by governorate, urban-rural, educational level and specialization, sector of work, current occupation, employment status, industry, age, sex and marital status.

## **Unemployed Population**

These tables provide distributional percentages of the unemployed population by those criteria shown above with the addition of the duration of unemployment, and main reason for unemployment.

## **Unemployed Attitude**

These tables provide percentage distribution of employed by educational level, acceptance status of offered work, unacceptable work, reason for non acceptance, methods of job search, intuition to access training preferred occupation, age and sex.

Full details of all statistical tables generated as a result of the Household Surveys are shown in Annex 2.

Classification codes adopted by DOS are the most current revision of International Standard Classification of Occupations (ISCO) and International Standard Industrial Classification (ISIC).

While the tables provide data at the first level for both occupations and sector of employment, occupational data are collected at the fourth digit level and sector of employment at the second level. Consequently, from these data it is possible to develop a picture of the structure of the labour market in Jordan and to measure the dynamic for individual occupational categories. As an example, the following three occupational categories were selected as test cases for exploration.

- Mining and Metallurgical Technicians
- Cooks
- Civil Engineers

Employment by economic sector for each occupation was examined for the years 1995, 1996 and 1997. The results (Annex 3) are essentially consistent with macro employment/ economic trends and thus, with the advent of increased frequency of surveys combined with other data, provide the foundation for the dissemination of valuable labour market information.

### **3.1.2 DOS Employment Surveys**

DOS undertakes an Employment Survey on an annual basis with the following objectives:

- Provision of data on the number of establishments, number of workers in both public and private sectors in the various economic activities which employ five workers or above.
- Provision of data on the number of permanent and non-permanent workers of both public and private sectors in all activities.
- Provision of data on workers' compensation
- Provision of data on average paid working hours for paid labour.

Employment surveys cover all public and private establishments where there are 5 or more workers. All economic sectors are covered with the exception of the agricultural sector, armed forces personnel, public security, and civil defense personnel.

Sample coverage includes 100% of establishments employing more than 100 employees, 50% of those employing 25-49 employees, 20% of those employing 10-24 employees, and 10% of those establishments employing between 5-9 employees. This sample results in an overall coverage of approximately 35% of the estimated 8,500 establishments in the country.

Output tables from the Employment Survey fall into the following major categories:

- Establishment according to the economic activity, the legal status and the size of the work force in both public and private sectors.
- Paid and unpaid workers according to economic activity in both public and private sectors.
- Workers according to governorate, nationality and gender in both public and private sectors.
- Paid workers according to nationality, gender and academic qualifications in both public and private sectors.
- Paid workers according to the main vocational groups in both public and private sectors.
- Permanent and temporary workers according to economic activity in both public and private sectors.

- Workers and their compensation according to economic activity for the attributing month and throughout the survey year for both public and private sectors.

Full details of all tabular outputs are provided in Annex 4. Classification codes for occupation and sector are the ISOC and ISIC codes referred to in para 3.1.1, while education classification codes are those adopted by UNESCO. It is noted that while employees in the public service are classified according to their own classification system, they are recoded by DOS at the time of survey to conform to the equivalent ISOC code.

As noted in Section 3.1.1, tabular data is published at the first level only, raw data is however gathered at the individual occupation and type of enterprise level. This provides the opportunity to generate labour market indicators of relevance to individual job seekers, companies, and education and training providers, as well as those with planning and policy responsibilities.

### **3.1.3 General Census of Economic Establishments**

DOS is currently undertaking (1999) a general census of all economic establishments in Jordan, this census will provide 100% coverage of all establishments down to the individual owner operator level. Data collected will relate to type of enterprise, ownership structure, capital structure, management and administration, buildings and facilities, number and categories of employees, annual turnover, main and supplementary economic activities and legal status. A translation of the Arabic census form is provided in Annex 5.

Upon completion this will provide a comprehensive and current data base of all enterprises in Jordan which will clearly support the proposed HRDIS.

## **3.2 Civil Service Bureau**

The Civil Service Bureau (CSB) was first established in 1955 in accordance with the Civil Employees Bureau Law. CSB is an independent public department chaired by a President who reports directly to the Prime Minister and is empowered as a minister in managing the Bureau's affairs. The responsibilities of CSB include recruitment and selection of civil servants as well as implementing policies relating to promotion, performance appraisal,



professional development, termination of service, transference, secondment, retirement, etc.

The Civil Service Bureau maintains two databases, one for employees in the civil service system and one for job seekers.

The database for current employees, who currently number 137,000 individuals, is classified according to academic qualifications, sex, age, governorate and category within the civil service. The database is updated annually and published in the "Table for Recruitments and Vacancies."

This database has some value in terms of a labour market information system insofar as it can be accessed and cross coded by DOS thus providing information on the structure, composition and employment dynamics within the public service.

The database for job seekers is classified according to academic specialization, high school grades and year of graduation and sex.

This latter database is not helpful in terms of characterising the unemployed as no mechanism exists for regular updating and/or deletion of those who have found employment subsequent to the submission of a first application.

### **3.3 Ministry of Labour (MOL)**

In 1951 Jordan established a Ministry of Social Affairs with the aim of providing citizens with necessary social care. In 1961 the word labour was added to the title of the Ministry to become the Ministry of Social Affairs and Labour.

In 1976 a notable change took place in the field of labour administration with the creation of the Ministry of Labour as an autonomous ministry. Its primary focus was the follow up of labour market developments and the establishment of close industrial ties with production enterprises, based on the belief of the labour force's importance in the social and economic development process.

The Ministry now comprises 18 labour and employment directorates in the governorates and regions, 5 vocational education and labour guidance institutes and 11 central directorates. Two corporations are attached to the Ministry, namely: the Social Security and the Vocational Training

Corporations. These two corporations have governing boards chaired by the Minister of Labour with a representative Ministry of Labour.

The Ministry of Labour supervises the organization of both labour and employers syndicates/unions in Jordan. It has external relations with Arab and international labour organizations, being a member of ILO since 1956 and has approved 18 international labour agreements issued by this organization. Jordan was also one of the founding members of the Arab Labour Organization in 1970 and has been an active member since its establishment. Jordan has endorsed 6 international labour agreements through this organization.

### **3.3.1 MOL Mandate**

Responsibilities assigned to the Ministry under By-law No. 53 of 1992 and By-law 38 of 1994 include the following:

- Supervision of labour and workers affairs, the exercise of all authorities and responsibilities related to these affairs as specified in this By-law and in all related legislation in operation.
- Responsibility for migrating Jordanian labour, strengthening labour relations with the host countries, organizing affairs related to foreign/guest labour in Jordan such as supervising them and specifying their work conditions.
- Organizing the Jordanian labour market and establishing the necessary regulations to provide employment and work opportunities for Jordanians outside the Kingdom as well as inside it, in cooperation with the concerned parties.
- Supporting labour unions work and organizations of production units to achieve the objectives of the labour unions.
- Participating in the dissemination of labour education and vocational training that guarantee the upgrading of workers efficiency/competency and productivity, the establishment and supervision of the required institutes and centres for this purpose.
- Establishing cooperation and coordination with Arab and international labour organizations with the aim of developing the employment and labour sector and private sector relations.

### **3.3.2 MOL Data**

For information regarding the structure of the Labour Market, MOL utilizes data generated by DOS. MOL produces original data in two areas only. Firstly, information relating to those potential employees registering with Job Seeker offices or Labour Directorates and secondly, information regarding visitors and permit holders.

Data regarding job seekers are classified according to the following categories:

- Craftsmen and Technicians
- Administrative Workers
- Sales Workers
- Services
- Agricultural Workers
- Production and Labour Workers.

Information is collected on a daily basis as job seekers register. Monthly reports are prepared and aggregated totals presented in the Ministry's yearbook by gender, economic sector and Labour Directorate.

Data regarding guest workers who are granted work permits are classified according to vocational category and economic activity.

The foregoing statistics are considered to be of limited value in terms of a labour market information system for the following reasons.

- No standard classification system is adopted for occupational category or economic sector.
- Data relating to job seekers relates to registrants only. Annual totals do not reflect those who subsequently find work.
- Data relating to the issuance of guest worker permits does not provide a clear picture of this important sector of the labour market as it addresses potential arrivals only. No mechanism exists to record departures.

### **3.4 Social Security Corporation**

The Social Security Corporation in Jordan was established in 1978 under Provisional Law No. 30. Formal operations were commenced in 1980. The

mandate of the Corporation is to provide protection to all members of the community across the full range of contingencies including basic income security as a result of old age and invalidity, work injury, disability and death.

The social security system currently covers the following groups of employees.

- Employees in private sector firms that employ five or more persons.
- All employees of government ministries, public departments and organizations that are not subject to civil or military pension schemes.
- All workers of Greater Amman jurisdiction, municipalities, village councils, universities and institutes.

Data provided by the Social Security Corporation indicates that those participating in social security currently represent approximately 30% of the total Jordanian workforce. Efforts are being made to expand the coverage.

The Social Security database includes information on each individual's age, sex, social status, occupation, academic qualifications, sector of employment and monthly salary.

Statistical tables are available under the following categories:

- Comparison of insured persons participating in social security to total workforce (1994-1998).
- Number of social security participants by gender, nationality and economic sector.
- Distribution of social security participants in Jordan by governorate.
- Number of social security participants by year of birth, gender and nationality.
- Average monthly wages of social security.
- Distribution of establishments participating in social security by governorate.
- Distribution of establishments covered by social security in Jordan by economic activity.
- Number of social security pensioners in Jordan by type of pension.

While the data collected by the Social Security Corporation has some value in terms of a labour market information system, the limited coverage provided by the programme inevitably constrains its overall value. In addition, SSC

does not adopt a standard international classification system for occupation or enterprise, thus further limiting its utility.

### **3.5 Vocational Training Corporation**

Prior to 1976, vocational training in Jordan fell within the mandate of the Ministry of Education, while the Ministry of Social Affairs and Labour coordinated the relationships among training, labour and employment. The 1976 to 1980 National Development Plan proposed a project to establish "The Labour Vocational Training Corporation" which would parallel the vocational education system. The goal of this project was "to concentrate on vocational training and development with a view to:

- Meeting the needs and requirements of the labour market through providing unskilled labourers with intensive short-term training,
- Enhancing the competence of the labour force and upgrading skills in the various vocations, especially with regard to vocations which are presently in short supply, and
- Developing existing training capabilities at all levels and taking all necessary steps to secure a competent training staff in cooperation with the various ministries and public agencies as well as with private establishments."

This resulted in the proclamation of the "Vocational training Corporation Temporary Law, No. 35 of 1976", which assigned the following mandate to VTC:

"The Corporation will provide vocational training opportunities to prepare the technical workforce and upgrade its efficiency in non-academic vocational training specializations and levels including:

- industrial apprenticeship which allows youngsters to undergo organized long-term training
- Training workers in their work sites to raise their efficiency
- Quick and intensive training for all vocations."

In 1985 the temporary law was revised and replaced by the "Vocational Training Corporation Law No. 11 of 1985." Under this law, the following mandate was assigned to VTC:

"The VTC undertakes to provide opportunities for vocational training in order to prepare the technical manpower and raise their competence in the various specializations and levels of non-academic vocational training. In addition, it attempts to vary the types of training to include:

- vocational apprenticeship which allows youngsters to exercise organized long-term training,
- training workers in the institutions where they are employed to upgrade their skills,
- Intensive and quick training services for the various occupations, and
- Provision for level classification and testing for interested trainees and others, and issuing the certificate of efficiency which each person deserves (receiving accreditation as appropriate)."

This continues to be the mandate under which VTC operates.

In its Annual Report, VTC publishes statistics regarding the number of students enrolled in apprenticeship programmes, medium-term and short-term training. Data is provided on graduation rates for each of the 125 occupational specializations by individual training centre.

The foregoing statistics comprise a relevant data pool in terms of supply side information surrounding one segment of the labour market. VTC has undertaken a limited number of tracer studies but these are insufficient in terms of measuring leakage or relevance of the training programmes offered.

An important issue in terms of VTC's mandate and the labour market is the recent approval given by both houses of parliament to the "Organization of Labour Law" (Annex 6).

Under this law, VTC's mandate to develop the national occupational classification system is reaffirmed, together with the assignment of responsibility for the definition of occupational tests and standards and the inspection of work places.

VTC has been engaged in work on occupational classification by the past ten years. The basic five scale occupational ladder has been designed for ten occupational categories and their specializations. Two other categories are under development. It should be noted that this classification framework is not wholly consistent with the ISOC classification being used by DOS.

While VTC has the expertise to develop occupational classifications at the technical/vocational level, it is widely accepted that they have neither the expertise nor the resources to assume this responsibility in all economic sectors and at all levels. This issue will require clarification as the national thrust to establish a functional labour market information system develops..

### **3.6 Ministry of Education**

The Ministry of Education is responsible for achieving the general objectives of education and supervising the educational organizations in Jordan.

Principles and general objectives which guide the work of the Ministry are:

"The education system in the Hashemite Kingdom of Jordan is based on the aspirations to freedom, justice, human and economic development to achieve a significant level of productivity and modernization. The philosophy of education in Jordan stems from the Jordanian Constitution, Arab-Islamic civilization, principles of the Great Arab Revolt, and the Jordanian national experience.

The general objectives of education are: building up citizens believing in God, affiliated to their country and nation, endowed with human virtues and perfection, and having a full development personality in its various aspects—physical, mental, spiritual, emotional and social."

The ministry compiles and publishes comprehensive statistics on an annual basis. These statistics include data on enrollments, teaching staff, administrative staff, supervisory staff, facilities, curricula, etc.

These statistics have relevance to the labour market in terms of demographics, specialization streams, educational attainment, and social demand for higher education.

### **3.7 The Higher Education Council**

The mandate of Higher Education Council covers policies and procedures relating to all public and private colleges and universities in Jordan.

As with MOE, data are collected and reported annually for students against the variables of study level, institution, specialization and gender. Statistics are also published relating to teaching and non-teaching staff.

These statistics have relevance to the labour market in terms of the quantitative demand for employment with those economic sectors served by professional schools, and the general demand for employment for other college and university graduates.

Interviews conducted with employers indicate a continuing concern over a mismatch between graduate skills and competencies and those required for employment. The dialogue on this issue of national concern will be enhanced by the output of an effective labour market information system.

### **3.8 National Information Centre**

While not a data generating centre, the National Information Centre (NIC) represents a critical node in the establishment of a JLMIS.

The NIC is one of the centres of the Higher Council for Science and Technology. It was established in 1993 according to article (11) of the Higher Council for Technology Law No. 30 for the year 1987, to assume responsibility for the development and management of a national information system.

The NIC mandate revolves around three main objectives, namely:

1. To establish and manage an integrated information system at the national level, linking the various information centres in the public and private sectors, and coordinating their efforts to facilitate the provision, accessibility and exchange of integrated, comprehensive and timely information.
2. To identify various information sources, coordinate and standardize their work.
3. To develop and process information for storage, retrieval, and exchange, ensuring easy access to users in the public and private sectors.



In pursuit of these objectives, NIC works in close cooperation with all stakeholders to undertake the following range of activities:

- Conduction of specialized surveys and studies in information needs at the national level.
- Formation of consultative and coordinating committees to propose policies, define priorities and adopt standards and workplans derived from results of studies and surveys.
- Identification of information sources in different information sectors.
- Identification of projects to be executed on sectorial and national workplans.
- Preparation of standards and common procedures for data processing, coding systems, and information technology and related issues.
- Conduction of training programmes to enhance manpower capabilities in information technology as per the needs of national institutions.
- Organization of seminars and workshops to raise awareness of users and enhance the transfer of knowledge to personnel in the information field.

NIC has classified its information holdings into seventeen categories. Each category is represented by a coordinating committee to identify information sources, standardize processes, eliminate duplication and set plans to establish sectorial information networks.

One of the 17 information categories is that of "labour" which is represented by a cluster of data producers and data users. NIC progress to date in the labour sector relates to the identification and mounting on the network, statistics produced by line ministries or agencies. The NIC labour cluster will play an important role in terms of the establishment of a JLMIS as a coordinating mechanism through which information products having relevance to the respective stakeholders can be identified and distributed.

### **3.9 Other Information Sources**

During the course of the study, a number of other information or data sources of potential relevance to a labour market information system were identified. While not being of immediate value due to inconsistency of classification, incompleteness or lack of updating, future efforts could be made to enhance and integrate these data sources into a JLMIS. The following brief summary is provided.

## **Retired Servicemen's Association**

This association was established in 1974 to represent the interests of those retiring from military service in Jordan. Those in active service are estimated to number approximately 200,000 with an eligibility to retire on completion of 16 to 20 years of employment. Retirees are currently estimated to number in excess of 100,000 representing an important skilled labour pool. Membership in the association is voluntary, presently comprising some 20,000 individuals represent 300 vocations. A key objective of the association is to seek, or generate, employment for its members. Income/employment generating activities include operating a 550 herd dairy farm, egg production, citrus production, managing airport taxis, live cargo handling, bus lines, fish farming, and a joint venture with Italian interests in the tourism sector.

A manual database of membership information was previously in place. In 1997 a JD55,000 grant was obtained from UNESCO to establish an integrated management information system. This system is now used for membership data, financial management, personnel management, and asset management.

Membership data comprises name, coordinates, service record, skills and experience thus comprising a potentially valuable supply side data pool.

## **Chamber of Industry**

The Chamber of Industry represents employers in the minerals, construction and manufacturing sector.

The Chamber of Industry maintains an active database of all members detailing product, establishment characteristics and employment levels. This database is accessible by interested parties.

The Chamber views the establishment of a credible labour market information system as a national priority and expressed a desire to participate in a dialogue which would ensure the output of relevant and reliable information products.

## **Ministry of Industry and Trade (Industrial Development Directorate)**

All individuals wishing to engage in business must register. IDD currently maintains a database of 20,000 businesses and 80,000 traders. This

database is linked to NIC. There is however no assurance of its currency as no mechanism exists for update or removal of those enterprises going out of business.

### **Chamber of Commerce**

The Chamber of Commerce represents all merchants and business owners in the country. The Chamber is elected by merchants who serve a four-year term. The organization is structured around 23 syndicates, representing the principal sectors of business in which the members engage. The Chamber includes six functional committees addressing research, publications, arbitration, buildings, public relations, and administration.

Companies wishing to conduct business in Jordan must first register through the Ministry of Industry and Trade. Subsequently, it is mandatory to obtain a license through either the Chamber of Industry or the Chamber of Commerce.

The Chamber of Commerce maintains an electronic database with the name, location, signing officers, capital, and type of business according to a classification system created by the Chamber. This database can be accessed by interested parties.

Members and the syndicates they represent have expressed their concern over a mismatch between graduates from the education and training providers and the requirements of the labour market. In response, the Chamber has developed a three-year plan with the assistance of USAID to establish a Directorate of Learning and Training and to deliver training programmes relevant to the needs of its members.

### **Classified Advertisements**

While not representing a data source per se, the number, frequency and type of employment opportunities advertised in the press, represent a crude indicator of the labour market demand. As a representative exercise, the study team undertook an analysis of employment opportunities advertised in the two Arabic daily newspapers over a one-month period. Results of this analysis are shown in Annex 7. As may be anticipated, approximately 50% of positions advertised were for work outside Jordan with some 70% of the opportunities calling for professional level skills and extensive work experience.

### **3.10 Summary of Data Sources**

The foregoing section outlines the primary agencies and data sources currently available in Jordan which have a relevance to the development of a labour market information system. Mechanisms are in place to coordinate the respective databases and adopt standard classification systems. Further work remains to be done. This will be brought about through the work of the HRDIS.

## 4.0 Human Resource Development and Labour Market Indicators

Labour market information systems typically address the following five functional areas:

- Career planning which helps people prepare for entry into the workforce.
- Labour market forecasts which predict areas of future growth and decline by taking a variety of employment and economic activities into account.
- Training and education which provides people with information regarding the qualifications and skills to enter the workforce and how or where to acquire them.
- Programmes and services which provide information on job search skills, labour relations, conditions of work, etc.
- Jobs and recruiting where both job seekers and employers benefit from databases of information on job seekers and various methods of finding work or finding employees.

Each of the functional areas described above serves different categories of users.

The US Review of the Nation's Labour Market Information System presents a classification of users into the following broad categories:

### Box 3

#### **Classification of Labour Market Information System Users**

"Employers – probably the most important users of labour market information because they make decisions affecting not only their businesses and the economy in which they operate, but the well-being of the many individuals impacted by their decisions. Other business-sector users include economists, forecasters, policy and decision makers and labour organizations.

Economic developers - encompasses both public and private-sector development activities

Government – users in government include labour market intermediaries such as the employment service and unemployment insurance service, economic development agencies, legislative bodies, elected officials, libraries, policy makers, researchers, local government planners, transportation planners, economists and analysts.

Educational and training community - consists of employment and training planners, career counsellors and other intermediaries in both the public and private sectors, educators, researchers and members of the academic community.

Individuals and job seekers - job-ready workers, those who need training and individuals making career decisions."

In order to obtain perspectives from the user community in Jordan, the study team undertook a series of meetings which were considered to be representative of the respective stakeholder groups. These include:

- Ministry of Planning
- Ministry of Labour
- Ministry of Industry and Trade
- MOSD
- VTC
- Chamber of Industry
- Chamber of Commerce
- Universities and Colleges
- Various Commercial Enterprises
- Students and Graduates

Information from the foregoing meetings was integrated with that obtained during the course of other assignments undertaken by the respective team members, as well as that derived from the work of other researchers.

All perspectives gained have been used as context for the selection of the following four categories of indicators which are considered to have relevance in terms of improving policy formulation, investment, and decision making regarding the labour market in Jordan.

- International Indicators of the Labour Market i.e. those indicators and associated definitions which have been internationally agreed as comprising a set of tools for evaluating and designing labour market policies in relation to labour force participation, employment, underemployment, educational attainment, wages and compensation cost, productivity and labour cost as well as poverty and income distribution.
- Indicators which measure progress in the achievement of Jordan's national policy objectives for the development of its labour market and human resources. Baseline documents for the identification of these objectives are:
  - ♦ the final draft of the Economic and Social Development Plan for the period 1999 to 2003 as formulated by the Ministry of Planning and associated working groups
  - ♦ the Human Resources Development Strategy developed by NCHRD and approved by government

- National Labour Market Indicators which will provide a first level of information regarding the structure and dynamics of the Labour Market in Jordan.
- Indicators relating to the introduction or modification of practices by education and training providers, which will result in a qualitative change in the supply side of the Labour Market.

#### **4.1 International Indicators**

The International Labour Organization (ILO) is recognized as the forum for the establishment of international standards and practices relating to labour market information. Similarly, UNESCO is the recognized forum for information regarding educational attainment. These two sources provide the baseline for the identification of international indicators.

##### **4.1.1 ILO Key Indicators of the Labour Market**

In 1996 the Employment Policies Committee of the International Conference, recognizing the need of governments and the social partners for timely and accurate information on labour market developments, requested that ILO develop and disseminate an expanded range of up to date and relevant labour market indicators. This task was assigned to the ILO's Labour Market and Policy Branch under the project designation of ILO Key Indicators of the Labour Market (KILM).

The resultant KILM indicators which have been updated in 1999 are summarized in the following paragraphs.

##### **KILM 1: Labour Force Participation Rate**

*The labour force participation rate is a measure of the extent of a country's working-age population which is economically active. As such, it provides an indication of the relative size of the supply of labour available for the production of goods and services in the economy. The labour force participation rate is an overall indicator of the level of labour market activity, and its breakdown by sex and age group gives a profile of the distribution of the economically active population within a country.*

Commentary: This indicator is typically derived from household/labour force surveys covering all sectors of the economy and all categories of workers. Population censuses comprise a second source of data for the calculation of labour force participation rates.

The definition and methodology for the calculation of KILM 1 is prescribed by the Resolution Concerning Statistics of the Economically Active Population, Employment, Unemployment and Underemployment adopted by the 13th International Conference of Labour Statisticians. This definition and methodology is adopted by DOS and the indicator for Jordan is calculated annually.

### **KILM 2: Employment to Population Ratio**

*This indicator presents total employment in a country as a percentage of that country's population. As an indicator, the employment-to-population ratio ranks in importance with the unemployment rate in a country and, for some countries, it may be considered as the most important indicator of that country's labour market status. This comes about because unemployment statistics, even where collected, necessarily conceal such problems as low earnings, a vast informal sector and little - if any - social protection. Thus one must also look to statistics on employment for evidence of positive or negative labour market situations.*

Commentary: This indicator provides a measure of employment as a percentage of working age population typically established at 15 years and above. The data for the indicator are derived from household surveys of the labour force and are disaggregated by gender.

The definition and methodology for the calculation of KILM 2 is prescribed by the above noted Conference of Labour Statisticians. This definition and methodology are used by DOS and the indicator for Jordan is calculated annually.

### **KILM 3: Status in Employment**

*Indicators of status in employment distinguish between three very important and useful categories of the total employed. These are (a) wage and salaried workers, or employees; (b) self-employed workers or employers, and persons working on their own account; and (c) contributing family workers (also*



*termed unpaid family workers). These three groups of workers are presented as percentages of the total employed for both sexes and for male and female separately. The self-employed group is further divided into two subcategories, where possible: self-employed workers with employees and self-employed workers without employees.*

Commentary: Definitions for each category of employee were initially established by United Nations Statistical Commission and subsequently revised in 1993 at the 15th International Conference of Labour Statisticians. This latter revision is used by DOS and the indicator for Jordan is currently calculated annually.

#### **KILM 4: Employment by Sector**

*The indicator for employment by sector breaks down employment into three broad groupings often termed primary, secondary and tertiary. For the purpose of this indicator, the groupings are termed agriculture, industry and services. Percentage breakdowns are shown by sex.*

Commentary: The monitoring of this indicator identifies movement in the number of employees within the respective sectors and sub-sectors of the economy. Sub-sectors have been defined by the International Standard Industrial Classification System (ISIC) Revisions 2 and 3. The agriculture sector comprises activities in agriculture, hunting, forestry and fishing. The industry sector comprises mining and quarrying, manufacturing, construction and public utilities. The services sector consists of wholesale and retail trade, restaurant and hotels, transport, storage and communications, finance, insurance, real estate and business services, and community, social and personal services.

Data for the indicator are drawn from household labour force surveys and establishment surveys. The international definitions and classifications are used by DOS and the indicator for Jordan is currently calculated annually.

#### **KILM 5: Part-time Workers**

*The indicator on part-time workers looks at those persons with jobs whose working hours total less than "full time" as a proportion of total employment. Because there is no agreed international definition as to the minimum number of hours in a week that would constitute full-time work, the dividing line is*

*determined either on a country-by-country basis or through the use of special estimations. Two percentage measures are provided for this indicator: total part-time employment as a percentage of total employment and the total number of women employed part time as a percentage of the part-time total. The first of these measures is available for both men and women.*

Commentary: This indicator has limited relevance to Jordan at the present time and data are not collected in this category.

#### **KILM 6: Hours of Work**

*The indicator for hours of work has three distinct elements. Two relate to the percentage of persons in employment: those usually working a "marginal" number of hours per week, that is, less than 10, and those usually working "excessive" hours per week, in this context more than 40 hours. The third element relates to the number of annual hours worked per person. Data are taken mostly from household and population censuses and, whenever available, are presented separately for men and women.*

Commentary: This indicator has limited relevance for Jordan at the present time and data are not collected to determine its calculation.

#### **KILM 7: Urban Informal Sector Employment**

*The KILM 7 indicator is a measure of urban informal sector employment as a percentage of total urban employment. Thus, it is a ratio relating the number of persons employed in the informal sector in urban areas to the total number of employed persons in the same areas.*

*In 1993, 15<sup>th</sup> International Conference of Labour Statisticians (ICLS) adopted an international statistical definition of the informal sector. The definition was subsequently included in the revised System of National Accounts (SNA 1993), adopted by the United Nations Economic and Social Council upon recommendation of the United Nations Statistical Commission.*

*Data sources for the numerator of the indicator, the number of persons employed in the informal sector, are labour force surveys and special informal sector surveys, based on a mixed household and enterprise survey approach or an economic or establishment census/survey approach. Other sources include multi-purpose household surveys, household income and expenditure*

*surveys, surveys of household economic activities or household industries, small and micro enterprise surveys.*

Commentary: While recognizing the significance of the informal sector in terms of the total labour market, current DOS survey approaches do not permit this indicator to be measured with a high degree of reliability. The indicator is considered to be of lower order significance until such time as utility is made of higher order indicators in the introduction of policy measures which would better align labour supply and demand considerations.

### **KILM 8: Unemployment**

*The indicator on the unemployment rate is probably the best-known labour market measure. When taken together with the employment-to-population ratio, these two measures represent the broadest indicators of economic activity and status in terms of the labour market.*

Commentary: The unemployment rate is defined as the quotient resulting from dividing the total unemployed by the relevant labour force which itself is the sum of the employed and the unemployed. The definition of unemployed adopted by the 13th International Conference of Statisticians is used by DOS, who draw on household labour force surveys to calculate KILM 8. Household surveys and calculation of the indicator are currently undertaken on a quarterly basis.

### **KILM 9: Youth Unemployment**

*Youth unemployment is generally viewed as an important policy issue. For the purpose of this indicator, the term "youth" has been defined as comprising persons aged 15 to 24 and thus the term "adult" refers to those aged 25 and over. The indicator consists of four distinct measurements, each representing a different aspect of the youth unemployment problem. The four measurements are: (a) youth unemployment rate (youth unemployment as a percentage of the youth labour force); (b) ratio of the youth unemployment rate to the adult unemployment rate; (c) youth unemployment as a proportion of total unemployment; and (d) youth unemployment as a proportion of the youth population.*

Commentary: This indicator has particular relevance for Jordan which maintains a high population growth rate with a concurrent exponentially

increasing employment demand. Data for the calculation of KILM 9 is drawn from household surveys of the labour force with the unemployment rate being defined as the number of unemployed in an age group divided by the labour force for the age group. DOS adopt the international definitions and calculation methodology with results being published on a quarterly basis.

### **KILM 10: Long-term Unemployment**

*The indicator on long-term unemployment looks at unemployment in terms of its duration, that is, the length of time that an unemployed person has been without work and looking for a job. The underlying assumption for this indicator is that shorter periods of joblessness are of lesser concern. Moreover, short-term unemployment is often viewed as desirable, allowing time for jobless persons to seek and find optimal employment. However, when the unemployment period lengthens, as measured in weeks or months, and even years, the concern increases as well.*

*The indicator includes two separate measures of long-duration unemployment: (a) the long-term unemployment rate - unemployed one year or longer as a percentage of the labour force; and (b) the incidence of long-term unemployment - unemployment one year or longer as a percentage of the total unemployed.*

Commentary: The definition of long-term unemployment includes all unemployed persons with continuous periods of unemployment extending for a year or longer taken as a percentage both of the overall labour force and of total unemployment. Both measures are calculated for men and women separately. Employment/unemployment surveys in Jordan do not capture the duration of unemployment and consequently this indicator is not available.

### **KILM 11: Unemployment by Educational Attainment**

*This indicator focuses on unemployment among workers categorized by different levels of education attainment. Specifically, the indicator is a percentage distribution of the total unemployed for a country according to the five categories of schooling - persons with less than one year of education, less than primary level, primary level, secondary level and tertiary level.*

Commentary: Within the indicator, the definition of those counted as unemployed is all persons above a specified age who have no jobs and are

currently available for, and seeking work. The categories of education attainment used in the indicator are based on ten levels of the UNESCO International Standard Classification of Education.

DOS Employment, Unemployment surveys collect data against age in five year increments commencing at age 15, sex, regional distribution and educational attainment which includes the following categories: illiterate; read and write; elementary, preparatory, basic education; vocational apprenticeship, secondary, intermediate diploma, BSc., Higher Diploma and above. While these categories are not fully consistent with ISCED the data provides for comprehensive analysis of the indicator within the Jordanian context.

### **KILM 12: Time Related Underemployment**

*This indicator relates to the number of persons who were in time-related underemployment during a reference week. Previously known as visible underemployment, time-related underemployment exists when the hours of work of an employed person are insufficient in relation to an alternative employment situation in which the person is willing and available to engage. Whenever available, data for men and women are presented separately. Two time-related underemployment percentage measures are calculated - one as a percentage of the labour force and the other using total employment as the base. Only data obtained through household-based surveys are included.*

Commentary: Consistent international definitions for time related underemployment have been absent until a 1998 resolution of the 16th ICLS. Data related to this indicator has not previously been collected by employment/unemployment surveys in Jordan.

### **KILM 13: Inactivity Rate**

*The inactivity rate represents the proportion of the working-age population that is not in the labour force. It is the flip side of the labour force participation rate (KILM 1). Taken together, for the overall population (aged 15 years and above), the two measures will sum to 100 percent. This indicator is somewhat more sophisticated than that, however, in that it is limited to prime-age workers, those aged 25 to 54 years (also covered explicitly in KILM 1). Prime-age workers are considered those most likely to be active labour force participants, having completed their education (for the most part) and being not yet eligible for retirement (again, for the most part).*

Commentary: In calculating this indicator, data are drawn from household surveys of the labour force or population censuses. Determinations are made as to the labour force status of the relevant population i.e. the 25 to 54 year old cohort. The labour force is defined as the employed plus the unemployed. The balance then is the number not in the labour force. This indicator is not currently calculated in Jordan although data from household employment surveys could permit calculation if deemed useful.

#### **KILM 14: Educational Attainment and Illiteracy**

*The indicator focuses on the level and distribution of educational attainment in the labour force. It includes four measures pertaining to education levels, and a fifth measure on illiteracy as a percentage of the adult population. The indicator covers the educational attainment of the entire labour force as well as focusing on a young group of workers (age 25 to 29 years). The statistics on the younger group provide a better picture of recent changes in the level of educational attainment in a country. Percentage distribution of educational attainment are based on several categories of schooling (less than one year; less than primary level; primary level; secondary level; and tertiary level).*

*This indicator also presents data on illiteracy rates - the percentage of the adult population that is illiterate. While not a labour market indicator in itself, the illiteracy rate of the population may be a useful proxy for educational attainment of the labour force.*

Commentary: While this indicator has long term significance in the labour market and has some relevance in terms of international comparisons, its utility in terms of a labour market information system is limited. The raw data are essentially available in DOS from which the indicator could be generated.

#### **KILM 15: Real Manufacturing Wage Indices**

*KILM 15 presents trends in average real wages in manufacturing. The selection of this indicator was prompted by several reasons. First, statistics of average wages represent one of the most important branches of labour statistics. Wages are a substantial form of income, accruing to a high proportion of the economically active population, namely persons in paid employment (hereafter referred to as employees). Information on wage levels is essential in evaluating the living standards and conditions of work*

*and life of this group of workers. The need for information on average wages is particularly important in planning of economic and social development, establishing income and fiscal policies, regulating minimum wages and collective bargaining, and fixing social security contributions and benefits. In addition, international standards have long been developed, adopted and implemented for the concepts, scope and methods of collection, compilation and classification of wages statistics. This should, in principle, facilitate international comparisons.*

Commentary: "Real wages" have been defined in the 16th Resolution of 1954 as "the goods and services which can be purchased with wages or are provided as wages. The data required for the computation of real wages are a) a wage measure expressed in monetary terms; b) a series of prices of goods and services commonly purchased by the employees; c) data on the consumption patterns of employees.

Wages are typically defined as average earnings directly paid to the employee, while costs are captured in a consumer price index.

#### **KILM 16: Hourly Compensation Costs**

*This indicator looks at the levels, trends and structures of employers' hourly compensation costs for the employment of production workers in manufacturing (men and women together). The data on cost levels are expressed in absolute figures in US dollars, and a comparison in percentage terms shows the relative position of countries in relation to the United States (on the basis of US=100). The indicator also shows that amount of non-wage labour costs as a percentage of total compensation costs, as well as the annual percentage change in total compensation costs over the period 1980-97.*

*Average hourly compensation cost is a wage measure intended to represent employers' expenditure on the benefits granted to their employees as compensation for an hour of labour. These benefits accrue to employees, either directly - in the form of total gross earnings - or indirectly - in terms of employers' contributions to compulsory, contractual and private social security schemes, pension plans, casualty or life insurance schemes and benefit plans in respect of their employees. This latter group of benefits is commonly known as "non-wage benefits". Its equivalent, employers expenditure, is termed "non-wage labour costs".*

Commentary: This indicator becomes increasingly important as Jordan seeks international investment and market opportunities for manufactured goods. While detailed data are not currently available in terms of incremental costs attributable to items such as the costs of recruitment, employee training and plant facilities and services, the "estimated value" of total compensation costs are captured in the DOS Employment Survey for establishments engaging 5 persons or more.

### **KILM 17: Labour Productivity and Unit Labour Costs**

*Productivity is defined as output per unit of labour input and labour costs stand for the labour cost per unit of output. There are significant limitations in obtaining reliable data on these indicators, particularly when international comparability is the main criterion on the basis of which the data are constructed.*

*The selection of countries for this indicator is based on the availability of consistent series of output and labour input and, if possible, labour costs. Furthermore, the data shown are reasonably reliable from the perspectives of comparability over time and across space. Together, the countries covered represent 43 per cent of the world population, but as much as two-thirds of world output. Hence, despite incomplete worldwide coverage, the estimates give a fairly comprehensive overview of productivity and unit labour costs at different levels of economic performance.*

Commentary: Productivity represents the amount of output per unit of input. Output is defined as "value added" or the total value of production minus the value of inputs. This corresponds to gross domestic product in national accounts.

This indicator is of primary value as a comparative measure of labour efficiency in terms of macro economic planning as opposed to having utility in a labour market information system.

### **KILM 18: Poverty and Income Distribution**

*The indicator for poverty and income distribution is intended to capture different aspects and dimensions of poverty and inequality. The underlying information typically relates to personal expenditure, personal consumption*



*expenditure or personal income of different individuals (or households) in a particular year or a series of years. Commonly used poverty measures are estimates of the percentage of the population whose consumption expenditure/income falls below a prescribed level. To measure the depth of poverty, as opposed to its incidence, the poverty gap measure seeks to capture the mean shortfall below the poverty line, assuming a zero shortfall for the non-poor. Direct measures of inequality (for example, the Gini index) look at the cumulative distribution of income or consumption (represented by the Lorenz curve) and estimate the extent to which it deviates from a norm of perfect equality.*

Commentary: Detailed definitions, sources and limitations of the data are provided in the World Bank "World Development Indicators 1998". The data sets used for the determination of KILM 18 include the establishment of a country specific poverty line, a constant monetary value, the poverty gap derived from estimates of the percentage below the poverty line and finally, the Gini index to measure the degree of income equality.

As with KILM 17 the indicator is of principal value in terms of macro economic planning.

#### **4.1.2 International Indicators for Human Resources Development**

Human resources development comprises investment in human skills which can help foster economic growth, raise productivity, contribute to personal and social development and reduce social inequality.

This section of the report examines international indicators for human resources development through the lens of education and training with specific reference to the labour market. The baseline reference for this work is the "1997 Education at a Glance OECD Indicators". The foregoing reference uses 41 indicators to measure the current state of education internationally. Of these 41 indicators, the following are seen to have direct relevance to labour market planning:

- Relative size of the group population
- Educational attainment of the adult population
- Participation in formal education
- Patterns of participation in Continuing Education and Training for the adult labour force

- Labour force participation by level of education (See KILM 14)
- Employment unemployment and education (See KILM 11)
- Youth unemployment and education (See KILM 9)
- Education and earnings from employment (See KILM 16)
- Internal rates of return of different levels of education
- Unemployment rates of persons leaving education.

The methodology of presentation is similar to that adopted in the previous section, comprising an abstract from the baseline document followed by commentary on data sources in Jordan.

### **OECD 1: Relative Size of the Young Population**

*The number of young people in a population influences both the rate of renewal of labour force qualifications and the amount of resources and organizational effort a country must invest in its education system. Other things being equal, countries with a larger proportion of their national income to initial education and training than countries with smaller young populations but similar participation rates.*

Commentary: Indicators are typically generated to show the percentage of persons in different age groups in the total population as well as the size of population age groups at different points in time. This provides an indicator of the increase/decrease in the respective school age populations (in percentages). Indicators for Jordan can be calculated from national census data.

### **OECD 2: Educational Attainment of the Adult Population**

*A well-educated and well-trained population is important for the social and economic well-being of countries. Education plays a role in expanding scientific knowledge and transforming it into productivity-enhancing technology. Education can also raise the skills and competencies of the general population, thereby broadening both economic and social opportunities.*

*Educational attainment - and, by extension, labour force qualifications - are important factors in determining economic outcomes and the quality of life for individuals and society as a whole. Educational attainment is not only an indirect measure of how much subject matter students may have learned but*

*also of how much competency students have potentially acquired in learning civic responsibilities, social skills, work ethics and life skills.*

Commentary: Indicators are typically expressed in terms of percentage of the population 25 to 64 years of age by the highest completed level of education and the percentage of the labour force 25 to 64 years by the highest completed level of education.

Indicators for Jordan can be calculated from national census data.

### **OECD 3: Participation in Formal Education**

*A well-educated population is critical for the current and future economic intellectual and social development of a country. Societies therefore have an interest in providing a wide variety of educational opportunities for both children and adults and ensuring broad access to learning opportunities. Early childhood programmes prepare children for primary education; primary and secondary education provide a foundation of basic skills that prepare young people to become productive members of society; and tertiary education provides a range of options for individuals to gain advanced knowledge and skills with immediately following school or later in life.*

Commentary: Indicators are typically expressed in terms of the number of students aged 5 and over per 100 persons in the population aged 5 to 29 by level of education, by type of institution and by mode of enrolment (i.e. full time or part time).

Indicators for Jordan can be calculated from MOE statistics.

### **OECD 4: Patterns of Participation in Continuing Education and Training for the Adult Labour Force.**

*Increases in access and quality in initial education can only result in increases in the average skill level of the labour force in the very long run. As a skilled labour force is a prerequisite for success in today's global economy, the education and training of current workers is likely to be the most effective means of maintaining and upgrading the skills of the current labour force. Continuing education and training may also be an effective mechanism for combating unemployment, as potential workers can develop skills that make them more attractive to employers. In the face of changing technologies,*

*work methodologies and markets, policy-makers in many countries are encouraging enterprises to invest more in training, as well as promoting more general work-related training and informal learning by adults.*

Commentary: Recognizing that the implications of association with EU and WTO membership will increase dependency on production, distribution and the use of knowledge skills, consideration of policies and mechanisms for reskilling the workforce will become increasingly important. Continuing education has the potential to play an important role in this issue.

Continuing education and training for adults refers to all job related and career related education and training organized, financed or sponsored by authorities, provided by employers or self financed.

Indicators are typically expressed in terms of the percentage of employed population and unemployed population 25 to 64 years of age that participated in job related or career related continuing education and training during the 12 months preceding the survey, 6 months preceding the survey and the 4 week period preceding the survey.

While data for this indicator relating to continuing education delivered by the public sector in Jordan could be generated from MOE statistics coupled with employment/unemployment surveys, no mechanism currently exists to capture the extensive level of training or professional development which is provided to employees by the private sector. This comprises a data gap which could be partially closed through the addition of a field of DOS Employment Surveys and Household Surveys.

#### **OECD 5: Labour Force Participation by Level of Educational Attainment**

The foregoing indicator is based on a definition comparable to KILM 14. See page 38 of the report for details and commentary.

#### **OECD 6: Employment Unemployment and Education**

The foregoing indicator is based on a definition comparable to KILM 11. See page 36 of the report for details and commentary.

## **OECD 7: Youth Unemployment and Education**

The foregoing indicator is based on a definition comparable to KILM 9. See page 35 of the report for details and commentary.

## **OECD 8: Education and Earnings from Employment**

The foregoing indicator is based on a definition comparable to KILM 16. See page 39 of the report for details and commentary.

## **OECD 9: Internal Rates of Return of Different Levels of Education**

*Education is an investment that can help foster economic growth, contribute to personal and social development and reduce social inequality. Like any investment, it involves both costs and returns. A cost-benefit analysis can help assess whether the potential benefits individuals receive from attending a particular educational programme are worth the costs. Similarly, society must ask whether the benefits it will receive from allocating public funds for education are worth as much as the benefits that would be derived from alternative uses of these funds.*

Commentary: The rate of return to investment in education is a measure of the future net economic payoff to an individual of increasing the amount of education undertaken. The rate of return to each level of education is calculated by finding the rate of discount which would equate the present value of the costs of completing a level of education to the present value of increased earnings associated with completing that level of education.

This indicator will have increasing significance to both individuals and policy makers in Jordan attendant upon the expansion of tertiary education, both public and private, coupled with an increase in expenditures at higher levels than economic or income growth.

Data for the calculation of the indicator can be drawn from DOS Employment Surveys and data on expenditure per student by education level drawn from MOE.

## **OECD 10: Unemployment Rates of Persons Leaving Education**

*The transition from school to work is a critical period for young people. This is the point at which the knowledge and skills imparted to them by modern education systems come up against the actual skill requirements of labour markets and enterprises. The extent to which school or university learning translates into work-place skills and performance, and the work habits acquired at this stage, have a significant effect on social integration and future labour force activity and earnings. Since young workers represent the future production potential of economies, societies have an interest in ensuring that the transition occurs reasonably smoothly.*

Commentary: The indicator shows the unemployment rate of persons who, at the beginning of a given year, were not enrolled in full time education or training and who in the course of the preceding year had completed education at a particular level of the education system. The indicator is expressed as a percentage unemployment rate for leavers at the lower secondary, upper secondary, non university tertiary and university levels.

DOS household surveys currently capture data related to the duration of unemployment by education level but not with specific reference to the date of leaving the education system. This could be recorded with the addition of one more field to the survey form.

### **4.2 Indicators Relevant to the Achievement of Objectives Established for Labour Force Development Under the Economic and Social Development Plan 1999 - 2003.**

Recognizing that the achievement of national policy objectives for labour force development as articulated through the Economic and Social Development Plan are designed to result in improved equilibrium in the labour market, it is appropriate to explore indicators which will measure progress in achieving these objectives.

An examination of the 13 objectives in the proposed plan suggests that they fall into three primary clusters with a focus on:

- Participation Rates
- Capacity
- Institutional or Regulatory Mechanisms

The following section of the report examines each cluster of objectives and suggests a range of potential indicators which would measure their achievement.

#### **4.2.1 Participation Rates**

The following cluster of policy objectives abstracted from the Economic and Social Development Plan 1999-2003, relates to increasing the participation by various categories of Jordanian workers inside or outside the country.

- *Encouraging job seekers to accept the numerous job opportunities available in the market*
- *Increasing women's participation rates in the various economic activities*
- *Expanding job opportunities abroad for national human resources and capabilities*
- *Strengthening the role of the cooperative sector in various fields (especially in rural areas) and encouraging women's participation in those fields.*

Commentary: The following indicators would have relevance in determining progress towards the achievement of the foregoing objectives:

- % increase overall participation rate (See KILM 1)
- % increase in Jordanian vs. non-Jordanian participation in skilled and semi-skilled occupations
- % change in female participation rate in the labour market nationally, by governorate and by economic sector
- establishment of employment offices or the introduction of an employment function to Jordanian representative offices throughout the Arab region
- % increase in Jordanians employed in the Arab region.

With the exception of tracking the increase in Jordanians employed in the Arab region, data for the determination of all other indicators can be accessed from DOS or MOT.

#### **4.2.2 Quantitative and Qualitative Capacity**

The following cluster of policy objectives outlined in the Economic and Social Development Plan relates to increasing the quantitative and qualitative capacity of the supply side to meet labour market requirements:

- *Quantitative and qualitative expansion of vocational training programmes in various governorates and linking them with labour market requirements, including retraining of job seekers*
- *Intensifying vocational guidance programmes directed towards both sexes*
- *Upgrading the workers productivity level.*

Commentary: The following indicators would have relevance in determining progress towards the achievement of the foregoing objectives:

- % annual increase in available training seats by governorate and by sector
- % of graduates employed in their field of specialization within one year of graduation
- employer satisfaction with graduate performance
- employer participation in training programme design and delivery
- formulation of Labour Market Information Guidance Curriculum
- % change in total training hours dedicated to contract training, skill upgrading or continuing education by the respective training providers.
- % change in index of industrial productivity (See KILM 17)

Determination of the foregoing indicators would require coordinated action on the part of training providers and employers in terms of tracer studies, curriculum development and the development of continuing education programming.

#### **4.2.3 Institutional or Regulatory Mechanisms**

The following cluster of policy objectives outlined in the Economic Social and Development Plan relate to the introduction of institutional or policy mechanisms which would enhance the efficiency of the labour market:

- *Applying the law for organizing vocational labour to those vocations closely lined to the basic needs of the citizens.*
- *Expanding the social security umbrella to include the majority of all workers.*
- *Continuing in the policies related to the utilization of guest labour and actualizing the special laws and agreements relating to this group in order to gradually replace guest workers with the Jordanian labour force.*
- *Organizing and updating Jordanian labour market information so that it becomes more detailed according to gender and regions and unifying its*



*concepts in a way that conforms with local, Arab and international concepts.*

- *Improving labour employment situations and conditions in a way that conforms with the decrees of the law.*

Commentary: The following indicators would have relevance in determining progress towards the achievement of the foregoing objectives:

- completion of the Occupation Classification System and the formulation of associated tests and certification standards such that these can be incorporated in the by-laws and regulations under the Law No 23 of 1999 "Law for Organizing Vocational Labour".
- % change in the number of workers registered with the Social Security Corporation
- change in the rate of guest workers to Jordanian workers employed in the respective economic sectors
- formal establishment of a functional Labour Market Information System and the regular dissemination or availability of information products to ministries, employers, training providers and individuals.

#### **4.3 Indicators Relevant to the Achievement of Objectives Associated with the National Human Resources Development Strategy**

As with national policy objectives for the labour force, improved equilibrium in the labour market is expected to occur as a result of achievement of the objectives associated with the national Human Resources Development Strategy. This section of the report suggests a series of indicators which would measure progress in the achievement of the respective groups of HRD policy objectives.

The HRD Strategy details policy objectives under the following headings:

- Planning for Human Resources Development
- Information Systems
- Occupational Classification and Standards
- Role of the Private Sector in HRD
- General and Vocational Education
- Higher Education
- Non-formal and Adult Education

- Financing
- The Regional and Global Dimensions of HRD

For each of the foregoing subject areas, the HRD Strategy describes Objectives, Policies and Procedures. The study team has abstracted those policy objectives which are perceived to have a direct link to labour market efficiency or labour market information systems.

#### **4.3.1 Planning for Human Resource Development: HRD Strategic Objectives**

*Enhancing the relevance aspect between workforce supply and demand.*

*Developing the qualitative aspects of the output of the workforce supply sources.*

*Developing links and channels between workforce supply and demand.*

*Adopting a comprehensive framework, with its economic, social and cultural dimensions in planning for HRD.*

*Providing frameworks and criteria for coordination between the various agencies concerned with HRD.*

*Developing the status of women and their role in the various aspects and elements related to HRD.*

Commentary: Indicators relevant to demonstrated improvements in labour market efficiency might include:

- positive trends in KILM 5
- number and frequency of employer satisfaction surveys
- establishment of sector councils or industry advisory boards
- number of employment counsellors in the secondary and post secondary education and training system
- revision of practices in post secondary placement
- % of education and training programmes with articulation mechanisms to facilitate mobility

- % change in female enrolment in employment related programmes.

The foregoing indicators could be generated with minor adjustments to the annual reporting requirements from public and private education and training providers.

#### **4.3.2 Information Systems: HRD Strategic Objectives**

*Enhancing national capabilities in providing information and database systems; as well as their utilization in planning, strategies and policy designs related to human resources development and utilization in general, and labour force demand in particular.*

*Developing national capabilities related to the qualitative aspects of information systems, including equipment, technologies, software, and manpower capabilities.*

Commentary: Indicators relevant to demonstrated improvement in labour market efficiencies might include:

- establishment of LMIS
- frequency, distribution and utilization of products and services

The foregoing indicators can be generated as a function of NCHRD activities in the development of the JLMIS.

#### **4.3.3 Occupational Classification and Standards: HRD Strategic Objectives**

*Upgrading the performance standards, and improving the productivity of the labour force in the various occupational levels and fields.*

*Developing a comprehensive system for the practising of job according to recognized criteria.*

*Assisting in the setting of policies related to labour and the labour force issues such as: recruitment, wages, licensing procedures to practise a job, HRD studies and vocational and technical education and training programmes.*

Commentary: Indicators relevant to demonstrated improvement in labour market efficiency might include:

- completion and introduction of by-laws and regulations for the Organization of Labour law.
- number of vocational occupations for which tests and standards are available
- number of employees holding certificates of competence under the 1999 Organization of Labour law.
- Introduction of legislation related to employment and working conditions.

The foregoing indicators can be generated with adjustments to the annual reporting requirements from VTC.

#### **4.3.4 Role of the Private Sector in HRD: HRD Strategic Objectives**

*Developing and expanding the role of the private and non-governmental sector, and improving its efficiency, in the planning and implementation areas related to HRD.*

*Developing the contribution of the private and non-governmental sector in the financing of plans, programmes and projects related to HRD.*

Commentary: Indicators relevant to demonstrated improvements in labour market efficiency might include:

- number of active Sector Councils
- number of active programme advisory committees in post secondary institutions
- % increase in private sector programme providers
- % increase in the establishment of private sector employment agencies

The foregoing indicators could be generated with minor adjustments to the annual reporting requirements from public and private education and training providers.

#### **4.3.5 General and Vocational Education: HRD Strategic Objectives**

*Enhancing the relevance between outputs of the education system and the requirements of social and economic development.*

*Continuing the development of the infrastructure of general and vocational education.*

*Developing the qualitative aspects and dimensions of general and vocational education.*

*Improving the efficiency and effectiveness of the education system, with special emphasis on the economics of education, including its inputs, operations and outputs.*

*Promoting the democracy of education and democratic teaching, and fostering the role of education in social mobility.*

Commentary: All the above objectives and associated policies and procedures relate primarily to internal efficiency of the school system. While achievement of these objectives will potentially have long term impact on labour market efficiency, no indicators relevant to short/medium term impacts are suggested.

#### **4.3.6 Higher Education: HRD Strategic Objectives**

*Developing and diversifying external and self-generating financial sources for higher education institutions.*

*Improving the internal efficiency of higher education institutions concerning the economics of education and the qualitative aspects of its various inputs.*

*Improving the external efficiency of higher education institutions concerning the relevance between their outputs on the one hand, and labour market requirements and development plans on the other.*

*Developing national capacities, so that Jordan becomes a regional centre for the various fields and levels of higher education.*

Commentary: The following indicators are suggested as having relevance to improved labour market efficiency in the context of the foregoing objectives:

- % change in the ratio of core funding to external revenue generation by public universities.
- % of students who find employment in their field of specialization within one year of graduation
- employer satisfaction surveys in terms of graduate employability skills
- conversion of community college programmes from an information base to competency base
- % of higher education seats devoted to employment driven programmes vs academic programmes
- % of programmes adopting a coop delivery model for professional programmes

The foregoing indicators could be generated as a function of adjustments to the operational practices and reporting requirements of public and private college and university reporting requirements.

#### **4.3.7 Non Formal and Adult Education: HRD Strategic Objectives**

*Integrating non-formal and adult education and training systems into the national HRD system within the concept of continuous learning and training and life-long education. Also promoting linkages and complementarity between non-formal education and training on the one hand, and formal education and training on the other.*

*Developing non-formal education and training systems, structures and quality; and expanding and diversifying the relevant programmes, to enhance their accessibility to the various population categories, age groups and geographical regions.*

*Developing the role of the private and non-governmental sector, qualitatively and quantitatively, in the various fields of non-formal and adult education and training.*

*Utilizing non-formal education and training programmes to promote social mobility, and reduce the gap between the cultural and educational levels of the various social groups.*

Commentary: The following indicators are suggested as having relevance to improved labour market efficiency in the context of the foregoing objectives:

- Adoption of policies relating to articulation and prior learning assessment.
- Professional development or staff training expenditures committed by enterprises in the respective economic sectors.
- FTEs of employment driven Continuing Education offered by public and private education and training institutions at the various occupational levels.

Continuing education and non-formal education are considered to be central to the development of a learning culture which is necessary for success in the global knowledge economy. This factor is a recognized fact of life by many private sector enterprises in Jordan who invest significantly in the development of the skills and abilities of their employees at both the vocational and professional level. Accumulating data from which to calculate this indicator with reliability will be difficult. Its magnitude should however not be underestimated by policy makers.

A measure of continuing education FTEs offered by the education system could be generated with minor adjustment to the reporting requirements from public and private education and training providers.

#### **4.3.8 Financing: HRD Strategic Objectives**

*Diversifying and developing the financial resources for HRD systems and programmes.*

*Taking into consideration the economics of work and the need to rationalize in choosing systems and programmes, and in all aspects related to HRD planning and implementation.*

The foregoing objectives relate to the national economic agenda and are not anticipated to have any short/medium term impact on labour market efficiency. No indicators are suggested.

#### **4.3.9 The Regional and International Dimension of HRD: HRD Strategic Objectives**

*Developing national capabilities, qualitatively and quantitatively, to benefit from work opportunities in the Arab countries.*

*Realizing Arab national objectives in the field of free labour mobility.*

*Providing incentives for the return of Jordanian scientists and professionals working abroad.*

*Reinforcing Jordan's status as a center of attraction for higher education students from Arab and Islamic countries.*

*Organizing and rationalizing the education of Jordanian students' abroad.*

*Interacting with world cultures, and with international experiences in the fields of HRD.*

Commentary: The following indicators are suggested as having relevance to improved labour market efficiency in the context of the foregoing objectives:

- Establishment of an employment opportunity identification function in Jordanian embassies in the Arab region.
- Number of Jordanians employed outside the country.
- Initiation of a recruitment programme for international students to study in Jordan.
- Number of Jordanian professional returning to Jordan annually.

Indicators relevant to measuring progress on achievement of the foregoing objectives would become a function of the specific mechanisms introduced. No indicators are suggested at this time.

#### **4.4 Indicators for a Labour Market Information System in Jordan**

The central core of a labour market information system relates to time series data which describe the general population; the characteristics of the potential workforce or manpower pool; the type and distribution of the employed workforce; and, the type and distribution of the unemployed workforce. The following section of the report suggests a set of primary



indicators which would describe the labour market dynamic within the framework of these characteristics.

#### **4.4.1 General Population**

The labour market draws its workforce from the national population. This population should be described in terms of its age, gender, geographic and academic distribution. The following primary indicators are recommended.

- Age sex distribution by governorate
- Population distribution by sex age and enrollment status.
- Population distribution by educational level and governorate

Commentary: Data for the above indicators are produced and published by DOS as a result of census data and household surveys. A complete listing of all DOS tables relating to the general characteristics of the population and their distribution are shown in Annex 2.

#### **4.4.2 Manpower**

The manpower pool relates to the characteristics of the population who are of employment age together with their geographic, age, educational, gender and activity status. The following primary indicators are recommended.

- Population distribution by activity, status and governorate.
- Population distribution by sex, educational level, activity status and urban-rural.
- Population distribution by sex, educational level, activity status and governorate.

Commentary: Data for the above indicators are produced and published by DOS as a result of household surveys. A complete listing of all DOS tables relating to manpower distribution are shown in Annex 2.

#### **4.4.3 Employed Population**

Data of most immediate relevance to job seekers, employers, education and training providers, and analysts, relate to the internal dynamic of the employed workforce and the characteristics of the unemployed workforce. These need to be described in terms of their distribution by age, sex, region,

industry, occupation, and educational level. The following primary indicators are recommended to describe the employed population.

- Employed persons by age, sex, educational level and governorate.
- Employed persons by sex, industry and occupation.
- Employed persons by employment status (i.e., full time/part time) sex and industry.
- Employed persons by sex, age and occupation.
- Employed persons by sex, educational level and occupation.

Commentary: Data for the above indicators are produced and published by DOS. As noted in Section 3.1 of the report, DOS collect data on occupations and industries using 1SOC and ISIC classification frameworks. While published reports are available at the first level of classification for individual surveys, it is possible to undertake analysis at lower levels of detail, and to develop indicative time series information regarding the employment dynamic within specific occupations, industries, age groups or gender.

A complete listing of all DOS tables relating to the employed population are shown in Annex 2.

#### **4.4.4 Unemployed Populations**

As noted in the previous section, the potential workforce is comprised of the employed and the unemployed. Both categories being of equal relevance in terms of manpower planning. The unemployed population need to be described in terms of their distribution by age region, educational level, previous occupation and previous industry of employment. The following primary indicators are recommended to describe the unemployed population:

- Unemployed persons by urban/rural, sex and age
- Unemployed persons by age, sex and governorate
- Unemployed persons by age, sex and educational level
- Unemployed persons by age, sex and previous occupation
- Unemployed persons by sex, previous industry and previous occupation.

Commentary: Data for the above indicators are produced and published by DOS as a result of household surveys. A complete listing of all DOS tables relating to the unemployed population are shown in Annex 2.

## **4.5 Indicators of Institutional Change**

Jordanian families typically place education as a priority amongst their societal values. This creates a culture of achievement and striving for success from the earliest years of schooling. The correlative characteristic which this situation generates is one of competition and a high level of social demand for tertiary education.

As a response to the high level of social demand, public universities have increased their enrollments to a maximum with some introducing parallel private streams. A corresponding increase is seen in the growth of enrollment in private universities. Thus, the flow of university graduates with a focus on academic achievement as opposed to the application of knowledge, continues to grow.

In terms of the employment market place, priority has historically been placed on the public service, or secondly in the resource and service sectors. Employers have had, and continues to have, access to a pool of motivated and academically well qualified graduates who subsequently gained experience on the job or through extensive in-house training programmes.

The resultant situation was that the academic community and the world of work, existed in two relative solitudes.

Current forces for change are requiring closer collaboration between the two constituencies. These include a freeze on public sector growth, privatization of publically owned enterprises, emergence of knowledge economy employment, integration with global trading blocks and the inevitable social demand for employment as the population grows by a figure approaching 3% and the economy grows by 1%.

The above forces will call for a transition in programme characteristics at the tertiary level from:

Academic to Applied

Credential Driven to Industry Linked

Information Based to Competency Based

Social Demand Driven to Employment Demand Driven

Public policy has recognized the necessity for change through the HRD Strategy, the creation of Balqa Applied University and the proposed Higher Education Project which is designed to promote relevance within public universities. In this case, future investments in higher education in Jordan will be channelled to institutions and activities which clearly demonstrate that institutional change is occurring in a manner consistent with the policy objectives.

In the context of the efficiency of the labour market, one of the most compelling areas for development is to achieve an improved fit between the skills and abilities of new entrants into the workforce, with the requirements and expectations of employers. Consequently, in the interest of both policy and practice, it is considered to be of value to monitor institutional change through a series of appropriate indicators. The following section of the report provides a suggested set of indicators for the community colleges, VTC and the universities.

#### **4.6 Community Colleges and VTC Indicators**

Clear and rapid progress is being made by community colleges in the reorientation of planning, programmes and industry relationships. VTC shows more rigidity at the institutional level but some progress is being made in terms of programme relevance.

The following indicators are suggested as a means of monitoring change in the respective areas.

##### **Planning and Management**

- Completion of Institutional Strategic Plan
- Completion of Planning Operations Manual
- Percentage resources allocated to strategic objectives

##### **Instructional Programmes**

- Percentage programmes with active advisory committees
- Percentage course outlines in CBE format
- Percentage programme hours for applied skill development
- Identifiable incorporation of employability skills
- Employer defined tests and standards

- Core programme hours vs continuing ed
- Number of tracer studies

### **Instructional Staff**

- Staff years teaching experience vs work experience
- Instructional staff teaching hours vs professional development hours
- Percentage instructional staff time devoted to industry interface

## **4.7 University Indicators**

As noted previously, there is a recognized need for universities to ensure increasing social and economic relevance. This will call for the introduction of changes to planning, decision making and investment as well as changes in programme structure, orientation content with a view to enhancing graduate employability.

The following indicators are suggested in terms of monitoring institutional change.

### **Planning and Management**

- Completion of University Strategic Plan
- Strategic objectives linked to social and economic development
- Percentage of resources allocated to strategic objectives

### **Programmes**

- Identifiable process for assessing employment demands for graduates
- Percentage programmes incorporating a co-op element
- Percentage programme hours devoted to applied professional skill development
- Percentage graduates employed within field of professional specialization
- Percentage applied research vs curiosity research
- Hours of core programming vs continuing ed programming.

#### **4.8 Summary Matrix of Potential Labour Market and Human Resource Development Indicators**

All indicators suggested in the foregoing sections are summarized in the following tables pages 63-75.

## Summary Matrix of Potential Labour Market and Human Resource Development Indicators

International Indicators						
A. ILO Key Indicators of the Labour Market						
Indicator	Descriptor	Type	Definition	Data Source	Pot. User	Potential Purpose
KILM 1	Labour Force Participation Rate	Cardinal	See KILM 1 Pg. 31	DOS	MOP,MOF, MOL, MIT	National social and economic planning. Labour market signalling
KILM 2	Employment to Population Ratio	Cardinal	See KILM 2 Pg. 32	DOS and Census Data	MOP,MOF, OL, MIT	National social and economic planning. Labour market signalling
KILM 3	Status in Employment	Cardinal	See KILM 3 Pg. 32	DOS	MOP,MOF, MOL, MIT	National social and economic planning. Labour market signalling
KILM 4	Employment by Sector	Cardinal	See KILM 4 Pg. 33	DOS	Employers, Education and training providers. MIT, MOP, MOL	Career planning, labour market signalling, industrial investment, national social and economic planning
KILM 5	Part-time Workers	Cardinal	See KILM 5 Pg. 33	DOS	MOP,MOF, MOL, MIT	National social and economic planning. Labour market signalling
KILM 6	Hours of Work	Cardinal	See KILM 6 Pg. 34	DOS	MOP,MOF, MOL, MIT	National social and economic planning. Labour market signalling
KILM 7	Urban Informal Sector Employment	Cardinal	See KILM 7 Pg. 34	Not available		
KILM 8	Unemployment	Cardinal	See KILM 8 Pg. 35	DOS	Employers, Education and training providers. MIT, MOP, MOL	Career planning, labour market signalling, industrial investment, national social and economic planning

KILM 9	Youth Unemployment	Cardinal	See KILM 9 Pg. 35	DOS	MOP, MIF, MOL	National social and economic planning
KILM 10	Long-term Unemployment	Cardinal	See KILM 10 Pg. 36	DOS	MOP, MIF, MOL	National social and economic planning
KILM 11	Unemployment by Educational Attainment	Cardinal	See KILM 11 Pg. 36	DOS	Education and training providers, MOP, MOE/HE	National social and economic planning
KILM 12	Time Related Underemployment	Cardinal	See KILM 12 Pg. 37	Not available		
KILM 13	Inactivity Rate	Cardinal	See KILM 13 Pg. 37	Not available		
KILM 14	Educational Attainment and Illiteracy	Cardinal	See KILM 14 Pg. 38	DOS	MOE/HE, MOP	National social and economic planning
KILM 15	Real Manufacturing Wage Indices	Ordinal	See KILM 15 Pg. 38	MOP	Employers, investors, MIT, MOP, MOF	Economic planning and development
KILM 16	Hourly Compensation Costs	Cardinal	See KILM 16 Pg. 39	DOS (monthly compensation)	Employers, investors, MIT, MOP, MOF	Economic planning and development
KILM 17	Labour Productivity and Unit Labour Costs	Cardinal	See KILM 17 Pg. 40	Not available		
KILM 18	Poverty and Income Distribution	Cardinal	See KILM 18 Pg. 40	DOS and Census	MOP	National social and economic planning



**B. OECD Indicators for Human Resources Development Relevant to a  
Labour Market Information System**

OECD 1	Relative Size of the Young Population	Cardinal	OECD 1 See Pg. 42	DOS and Census data	MOP, MOE	National social and economic planning, education system planning
OECD 2	Educational Attainment of the Adult Population	Cardinal	OECD 2 See Pg.42	DOS, MOE	MOP, MIT, employers	National social and economic planning
OECD 3	Participation in Formal Education	Cardinal	OECD 3 See Pg. 43	DOS, MOE	MOP	National social and economic planning
OECD 4	Patterns of Participation in Continuing Education and Training for the Adult Labour Force.	Cardinal	OECD 4 See Pg.43	MOE, public and private sector education and training providers, employers	Public and private sector education and training providers, employers	Education system planning and rationalization, private sector HRD investment
OECD 5	Labour Force Participation by Level of Educational Attainment	Cardinal	See KILM 14 Pg. 44	DOS	MOP, education and training providers	National social and economic planning
OECD 6	Employment Unemployment and Education	Cardinal	See KILM 11 Pg. 44	DOS	MOP, education and training providers	National social and economic planning
OECD 7	Youth Unemployment and Education	Cardinal	See KILM 9 Pg. 45	DOS	MOP, education and training providers	National social and economic planning
OECD 8	Education and Earnings from Employment	Cardinal	See KILM 16 Pg. 45	DOS	MOP, education and training providers, citizens	National social and economic planning
OECD 9	Internal Rates of Return of Different Levels of Education	Cardinal	OECD 9 See Pg. 45	NCHRD, DOS	MOP, education and training providers, citizens	Individual and national investment decisions
OECD 10	Unemployment Rates of Persons Leaving Education	Cardinal	OECD 10 See Pg. 46	DOS	MOP, education and training providers, citizens	Social and economic planning

**Indicators Relevant to the Achievement of Objectives Established for Labour Force Development Under the Economic and Social Development Plan 1999 - 2003.**

<b>Indicator</b>	<b>Descriptor</b>	<b>Type</b>	<b>Page Ref</b>	<b>Data Source</b>	<b>Potential User</b>	<b>Potential Purpose</b>
Participation Rates	Jordanian/Guest worker participation rate	Cardinal	See Pg. 47	Not available	MOP, MOL, MOFA	Enhancement of labour force participation by Jordanians
	Female participation rate	Cardinal	See Pg. 47	DOS	MOP	Enhancement of labour force participation by Jordanians
	Regional participation rate	Cardinal	See Pg. 47	DOS	MOP	Increased regional employment by Jordanians
	Establishment of employment offices	Categoric	See Pg. 47	MOL	Potential employees	Increased regional employment by Jordanians
Quantitative and Qualitative Capacity	Increase in training seats	Cardinal	See Pg. 47-48	MOE	Potential employees	Enhanced labour force participation rate by Jordanians
	Graduate/specialization employment rate	Cardinal	See Pg. 47-48	DOS and training provider tracers	Training providers and public	Relevance assessment
	Employer satisfaction	Ordinal	See Pg. 47-48	Training providers	Education and training providers	Relevance and quality assessment
	Employer linkages	Categoric	See Pg. 47-48	Training providers	Education and training providers	Relevance assurance
	LMI curriculum	Categoric	See Pg. 47-48	MOE	Public	Career choice enhancement
	Continuing ed/contract training	Cardinal	See Pg. 47-48	Training providers	Education and training providers, public	Access to lifelong learning

Institutional or Regulatory Mechanisms	Occupational classification	Categoric	See Pg. 48-49	VTC	Government, business and industry	Standardized occupational taxonomy
	Social Security registration	Cardinal	See Pg. 48-49	Social Security	Public	Social security coverage
	Operational LMIS	Categoric	See Pg. 48-49	NCHRD	Public	Labour market efficiency

<b>Indicators Relevant to the Achievement of Objectives Associated with the National Human Resources Development Strategy</b>						
<b>Indicator</b>	<b>Descriptor</b>	<b>Type</b>	<b>Pg. Ref</b>	<b>Data Source</b>	<b>Potential User</b>	<b>Potential Purpose</b>
Planning for Human Resource Development	Positive trends in KILM 5	Cardinal	See Pg. 50	DOS	MOP, MOFMO, MIT	National social and economic planning. Labour market signalling
	Employer satisfaction surveys	Ordinal	See Pg. 50	Education and training providers	Education and training providers	Programme relevance
	Sector councils/industry advisory boards	Cardinal	See Pg. 50	Education and training providers	NCHRD, MOE, MOP	Programme relevance
	Education system employment counsellors	Cardinal	See Pg. 50	Education and training providers	NCHRD, MOE	Career guidance
	Post secondary placement practices	Categoric	See Pg. 50	Education and training providers	MOE	Motivated learners
	Workforce mobility facilitation	Categoric	See Pg. 50	MOL	MOL	Regional employment
	Change in Female enrolment	Cardinal	See Pg. 51	Education and training providers	NCHRD MOP Employers	Social and economic equity
Information Systems	Establish LMIS	Categoric	See Pg. 51	NCHRD	NCHRD	Labour market efficiency
	Product and service use	Cardinal	See Pg. 51	NCHRD	MOL, employers, employees, education and training providers	Labour market efficiency
Occupational Classification and Standards	Implementation of Organization of Labour law	Categoric	See Pg. 52	MOL	MOL	Protection of workers and societal interest
	Standardized vocational occupations	Categoric	See Pg. 52	VTC	MOL, DOS, employers	Standardize labour classification for effective labour market analysis
	Certified practitioners	Cardinal	See Pg. 52	MOL/VTC	Employers, employees, MOL, DOS	Enhancement of workforce standards

Role of the Private Sector in HRD	Active Sector Councils	Cardinal	See Pg. 52	Higher Council for Science and Technology	Education and training providers	Relevance
	Active advisory committees	Cardinal	See Pg. 52	Education and training providers	Education and training providers	Relevance
	Private sector HRD providers	Cardinal	See Pg. 52	NCHRD	NCHRD, MOP	Flexibility of access
	Private sector employment agencies	Cardinal	See Pg. 52	MOL	MOL, NCHRD	Enhanced employment placement services
Higher Education	% Core funding vs revenue generation	Cardinal	See Pg. 54	Education and training providers	NCHRD MOP	Programme efficiency
	Specialization employment	Cardinal	See Pg. 54	Education and training providers	MOP, MOE, students	Programme planning
	Employer satisfaction surveys	Ordinal	See Pg. 54	Education and training providers	NCHRD, education and training providers	Programme planning and relevance
	Competency based curriculum	Cardinal and Categorical	See Pg. 54	Education and training providers	MOE, NCHRD, employers	Programme planning and relevance
	Employment driven programmes	Cardinal and Categorical	See Pg. 54	Education and training providers	MOE, NCHRD, employers	Programme planning and relevance
	Co-op programmes	Cardinal	See Pg. 54	Education and training providers	MOE, NCHRD, employers	Programme planning and relevance
Non Formal and Adult Education	Articulation and PLA	Categorical	See Pg. 55	Higher Council for Science and Technology	Education and training providers	Programme planning and relevance
	Employment driven continuing educ. Programmes	Cardinal and Categorical	See Pg. 55	Education and training providers	MOE, NCHRD, employers	Programme planning and relevance
	Private sector PD and training expenditures	Cardinal	See Pg. 55	Employers	NCHRD, MOP	Public investment planning
Regional International Dimension of HRD	Establishment of employment offices	Categorical	See Pg. 56	NCHRD	Potential employees	Labour market efficiency
	Number of Jordanians employed regionally	Cardinal	See Pg. 56	MOT	NCHRD MOP	Labour market efficiency
	International student recruitment	Categorical	See Pg. 56	NCHRD	Potential employees	System efficiency
	Returning professionals	Cardinal	See Pg. 56	NCHRD NIS	NCHRD MOP	System quality and relevance

<b>Indicators for a Labour Market Information System in Jordan</b>						
<b>Indicator</b>	<b>Descriptor</b>	<b>Type</b>	<b>Pg.Ref</b>	<b>Data Source</b>	<b>Potential User</b>	<b>Potential Purpose</b>
General Population characteristics	Age-sex distribution by governorate	Cardinal	See Pg. 57	DOS	MOP, employers, employees, education and training providers	National labour market planning and efficiency
	Population distribution by sex, age and enrollment status	Cardinal	See Pg. 57	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Population distribution by educational level and governorate	Cardinal	See Pg. 57	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
Manpower	Population distribution by activity status and governorate	Cardinal	See Pg. 57	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Population distribution by sex, educational level, activity status, and urban-rural	Cardinal	See Pg. 57	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Population distribution by sex, educational level, activity status and governorate	Cardinal	See Pg. 57	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
Employed Population	Employed persons by age, sex, educational level and governorate	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency

	Employed persons by sector, sex and age	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Employed persons by sex, industry and occupation	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Employed persons by employment status, sex and industry	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Employed persons by sex, age and occupation	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Employed persons by sex, educational level and occupation	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
Unemployed Population	Unemployed persons by urban, rural, sex and age	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Unemployed persons by age, sex and governorate	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Unemployed persons by age, sex and educational level	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency

	Unemployed persons by sex, age and previous occupation	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency
	Unemployed persons by sex, previous industry and previous occupation	Cardinal	See Pg. 58	DOS	MOP employers employees education and training providers	National labour market planning and efficiency



<b>Indicators of Institutional Change</b>						
<b>Community Colleges and VTC</b>						
<b>Indicator</b>	<b>Descriptor</b>	<b>Type</b>	<b>Pg.Ref</b>	<b>Data Source</b>	<b>Potential User</b>	<b>Potential Purpose</b>
Planning and Management	Completion of Institutional Strategic Plan	Categoric	See Pg. 60	BAU, CCs, VTC	MOP, MOF	Investment planning
	Completion of Planning Operations Manual	Categoric	See Pg. 60	BAU, CCs, VTC	MOP, MOF	Investment planning
	Percentage resources allocated to strategic objectives	Cardinal	See Pg. 60	BAU, CCs, VTC	MOP, MOF	Investment planning
Instructional Programmes	Percentage programmes with active advisory committees	Cardinal	See Pg. 60	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning
	Percentage course outlines in CBE format	Cardinal	See Pg. 60	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning
	Percentage programme hours for applied skill development	Cardinal	See Pg. 60	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning
	Identifiable incorporation of employability skills	Categoric	See Pg. 60	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning
	Employer defined tests and standards	Categoric	See Pg. 60	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning
	Core programme hours vs continuing ed	Cardinal	See Pg. 61	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning
	Number of tracer studies	Cardinal	See Pg. 61	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning

Instructional staff	Staff years teaching experience vs work experience	Cardinal	See Pg. 61	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning
	Instructional staff teaching hours vs professional development hours	Cardinal	See Pg. 61	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning
	Percentage instructional staff time devoted to industry interface	Cardinal	See Pg. 61	BAU, CCs, VTC	NCHRD, BAU and VTC	Education policy and planning
<b>University Indicators</b>						
Planning and Management	Completion of University Strategic Plan	Categoric	See Pg. 61	Universities	MOP, MOF	Education policy and planning
	Strategic objectives linked to social and economic development	Categoric	See Pg. 61	Universities	MOP, MOF	Education policy and planning
	Percentage of resources allocated to strategic objectives	Cardinal	See Pg. 61	Universities	MOP, MOF	Education policy and planning
Programmes	Identifiable process for assessing employment demands for graduates	Categoric	See Pg. 61	Universities	MOP, MOF	Education policy and planning

	Percentage programmes incorporating a co-op element	Cardinal	See Pg. 61	Universities	MOP, MOF	Education policy and planning
	Percentage programme hours devoted to applied professional skill development	Cardinal	See Pg. 61	Universities	MOP, MOF	Education policy and planning
	Percentage graduates employed within field of professional specialization	Cardinal	See Pg. 61	Universities	MOP, MOF	Education policy and planning
	Percentage applied research vs curiosity research	Cardinal	See Pg. 61	Universities	MOP, MOF	Education policy and planning
	Hours of core programming vs continuing ed programming	Cardinal	See Pg. 61	Universities	MOP, MOF	Education policy and planning

## **5.0 Summary of Findings and Considerations for Human Resources Development**

The following section of the report provides a summary of the context within which HRDIS is to be implemented together with considerations arising. Opportunities for other initiatives which would enhance labour market efficiency are also identified.

### **5.1 HRDIS Project Implementation Context**

The Government of Jordan has placed the economy at top of its agenda. This priority recognizes that an increase in the rate of growth of national wealth is necessary in order to maintain the level of services provided to a rapidly expanding population.

Policy objectives directed at stimulating economic growth and maximizing Jordanian employment are clearly established. These include:

- Reducing the relative size of the public service
- Privatizing state owned enterprises
- Enhancing the climate for foreign investment and streamlining approval processes
- Minimizing external borrowings
- Limiting access of non Jordanians to the employment market
- Promoting Jordanian employment throughout the Arab region.

In terms of the labour market, the following contextual characteristics are noted:

- Slow growth in the total number of persons employed
- Virtually zero staff turnover in the public sector or amongst larger companies
- Reduction in staffing levels of privatized enterprises
- No intercorporate competition for employees, leading to zero growth in wages and salaries
- An increasing emphasis on in-house professional development of employees
- A widening gap in urban rural employment levels.
- Increasing levels of youth employment

- The presence of numerous public, private and NGO initiatives to stimulate employment or assist with job placement.

- 

With respect to the institutional and informational environment surrounding the establishment of a labour market information system, the following contextual characteristics are noted:

- A comprehensive data pool currently exists. This quality of the data pool is being enhanced as a result of wider coverage and increased frequency of collection.
- The value of data pool is currently not widely recognized by potential users and, in consequence, is underexploited.
- While working groups are in place to coordinate activities amongst data producers and data users in the labour sector, mechanisms to focus the dialogue are required. Very different perspectives on roles, responsibilities, products and utility of the HRDIS still prevail.
- Recognizing all the characteristics of the implementing environment, it is the view of the study team that the project will need a strong champion with long-term sustained support during the initial phase.

In terms of the specific components of the HRDIS project, the study team offer the following points for consideration.

### **National Labour Market Information Service**

- The development of a tool which has the potential to clearly describe the labour market and its dynamic will comprise a major contribution to policy formulation and decision making in Jordan.
- The database upon which the tool will be founded is extensive.
- The project component will need to focus on building a broad base of analytical understanding and capacity in order to minimize the risks associated with experienced analysts taking their skills into another market place.

- As noted previously, a high level of sustained support on the ground will be required in the early stages in order to generate momentum, assist with coordination of stakeholders and demonstrate early results.

### **A National Business Database**

This item is in progress by DOS and will be complete by the end of the calendar year.

### **Counsellor Professional Development**

The study team note the fundamental socio-cultural-economic contextual differences between Canada and Jordan surrounding the manner in which career directions are selected and employment opportunities secured.

While the Canadian situation provides a high degree of freedom in terms of academic studies, access to education or training programmes of choice, career exploration opportunities, career change options, etc., this is not the case in Jordan.

Student streaming commences in Jordan at an early age. Streaming is essentially based wholly on academic performance, leaving the individual learner little freedom of choice. This situation prevails through the Tawjihi and into university placement and programme placement, and even into employment.

In the event that this component is regarded by HRDC and NCHRD as central to the achievement of the intended project focus and result, it is suggested that an initial activity comprise a comprehensive familiarization mission upon which to design an appropriate counsellor development programme.

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### **Electronic Recruitment Service**

The proposed electronic recruitment service is a potential outcome of the establishment of the National Labour Market Information Service. As a Tool, it must demonstrate its utility in terms of matching job seeker with employment opportunity. As noted above, account should be taken of the unique characteristics of the Jordanian labour market in the design and deployment of the tool.

## **5.2 JLMIS Related Opportunities**

HRDC maintains a Strategic Human Resources Analysis (SHRA) Division, formerly known as the Sector Studies Division. This group assists private industry to take a lead role in addressing its specific human resource challenges.

One activity supported by SHRA is the Sectorial Part in the Sectorial Partnerships Initiative which has the following objectives.

"The sector study process is one part of the Sectorial Partnerships Initiatives (SPI) which includes a number of activities designed to bring together employers, workers, and other stakeholders in industry, to define and address, on a national basis, the common human resource challenges facing the sector(s). Although the activities are driven by the private sector, SPI serves as the catalyst, providing information, expertise, and start-up funding for the work. SPI aids the strengthening of the labour market infrastructure by encouraging and facilitating consensus concerning national issues and strategies.

Human Resources Development Canada has set these objectives for SPI:

- To develop effective partnerships in the private sector
- To improve the relevance of the training system
- To foster a continuous learning culture in the private sector
- To support the mobility of labour across Canada, and
- To contribute to Canada's labour market information."

The following extract from a HRDC/SHRA document provides details of the HR Sector Study Process and Reports.

"Each sector study is national in scope and examines how various factors, such as changes in technology and the domestic and global business environment, impact on the labour force of a particular industrial sector. Labour force issues examined include:

- Future employment
- Occupational structure

- Skills levels
- Labour demand and supply, and
- Training needs.

Such forward-looking industrial and human resource analyses are a critical first step to enable all players in a sector to work together to develop a comprehensive, long-term, national human resource development strategy. Some of the major human resource issues covered in past sector studies include:

- An identification of the gaps between current skills and emerging skill requirements such as basic skills and education, communication, computer skills, problem-solving, and management skills
- Career progression and mobility
- Workforce characteristics and changes in workplace organization
- Training and professional development requirements
- Technological innovation and adoption
- International comparisons, and
- Human resource management practices.

For each study, a sector-specific steering committee is created, consisting of key stakeholder representatives from business, labour, academia, associations, and both provincial and federal government departments, to direct the study process and its content. An independent contractor is selected by the committee to undertake the fact-finding and analytical research, develop recommendations, and prepare the final report. To accomplish this successfully, a variety of information-gathering techniques are employed:

- Review of existing literature and data
- Interviews with industry experts
- Focus groups with employers, employees, students
- In-depth case studies, and
- Surveys to collect qualitative and quantitative information.

There is a heavy emphasis placed on gathering qualitative information, in order to enrich the understanding of what the sector is facing. The results are analyzed and synthesized into a detailed final report. This report represents a consensus view of all the industry stakeholder groups involved in



the process, and provides the basis for a human resource development strategy and action plan for the sector."

It is the view of the study team that the process and the product derived from the approach described above has particular relevance to the needs of both government, employers and the education community in Jordan. It is considered to be complementary to the objectives of both HRDIS and Phase 2 of the EDTSP project. Consideration is recommended to exploration of resources to demonstrate the merits of such an approach.

**ANNEX 1**

**Schedule "D"**

**Terms of Reference**

## **ANNEX 1**

### **Schedule "D"**

#### **TERMS OF REFERENCE**

Proposal for the Development  
of  
National Standard Labour Market and Human Resource Development Indicators

**Background:**

In early 1996 the Project Management Committee and the Project Steering Committee of the Economic Development through Technical Skills Project (EDSTP) approved the allocation of project funds to the initial development of a Vocational Education Management Information System (VEMIS). A Canadian Technical Advisor prepared a conceptual framework in October of 1996, followed by a study tour to Canada by the then President and a senior researcher from the National Center for Human Resources Development (NCHRD). Based on the results of the technical assistance and the study tour to Canada, it was realized that the development of VEMIS would only partially serve the information requirements of a larger labour market demand and supply system. As a result, in mid-1997, the VEMIS proposal was modified in an attempt to initiate preliminary activities that would lead to the development of a Jordan Labour Market Information System (JLMIS).

Recognizing the scope of a JLMIS project, the Association of Canadian Community Colleges (ACCC) worked with NCHRD to develop a JLMIS project proposal in the Canadian International Development Agency (CIDA) seeking additional funds beyond that provided in the EDTSP. Based on the interest demonstrated by CIDA, including plans for a technical mission to Jordan from Human Resources Development Canada (HRDC) in the Fall of 1997, the EDTS Project Management Committee and Project Steering Committee approved tabling further work on VEMIS. However, pending the outcome of the JLMIS Project proposal to CIDA, NCHRD was to develop a separate proposal for the utilization of the EDTSP funds originally allocated for the development VEMIS.

As a result of the work undertaken by the HRDC technical mission and NCHRD of a JLMIS project proposal, a project designed to assist Jordan in developing a Human Resources Development Information System (HRDIS) was approved by CIDA in mid-1998. The inception mission for the HRDIS project was conducted November and December of 1998, resulting in a Project Management Plan that identified four sub-projects (a National Labour Market Information Service, a National Business Database, an Electronic Recruitment Service and Counsellor Professional Development).

As the original intention of the EDTSP Project Management Committee and Steering Committee was to allocate funds to the development of a VEMIS, it is appropriate that the remaining funds (\$61,780) originally allocated to developing VEMIS be utilized to support the development of the HRDIS project. Specifically, it is recommended that the resources be utilized to undertake preliminary activities as part of the development of the National Labour Market Information Service sub-project of the HRDIS.

Proposal:

In preparation for the development of the National Labour Market Information Service, a sub-project of the Human Resource Development Information Service Project, a preliminary activity is to establish a standard set of national labour market and human resource development indicators that will be analyzed systematically over time.

This activity includes the following tasks:

- Identify appropriate labour market indicators.
- Identify appropriate human resource development indicators
- Provide definition for each indicator.
- Provide rationale for each indicator.
- Describe the data required for the preparation of indicator measurement.
- Provide descriptions of the methodologies to be utilized for the collection of data required in the preparation of each indicator.
- Identify existing data and information holding
- Classify existing data and information holding.
- Identify and classify existing mechanisms for collecting and holding data and information.
- Determine what type of analysis can be conducted in the short term.
- Determine what additional types of data and information is required to address the identified indicators.
- Determine what additional mechanisms are required to acquire the additional data and information needed for the identified indicators.
- Provide recommendations on changes and/or modifications required to support efficient data and information collection and dissemination mechanisms/systems to ensure reliable and timely preparation of measurements for the identified indicators.
- To accomplish the tasks as outlined above for the activity, the following is proposed:

Technical Assistance:

- A total of 12 person-weeks (2 Technical Advisors for six weeks).
- Technical Advisors to the knowledgeable and skilled in the development of labour market and human resource development indicators.

Linkage Required:

- Human Resource Development Canada as the Executing Agency of the HRDIS Project.
- NCHRD as the Lead Agency and Team Leader for the National Labour Market Information Service sub-project of the HRDIS Project.
- EDTS Project Office as the Field Office of the EDTSP.
- National Labour Market Information Service sub-project Team (members from: NCHRD, Department of Statistics, National Information Centre, Ministry of Planning, Ministry of Labour).
- EDTS Project Management and Coordinating Committee.

Primary Contact in Jordan:

- Dr. Tayseer Al-Nhar, Vice-President, NCHRD.

Primary Contact in Canada:

- Mr. Walid Madhoun, Senior Project Officer

## **ANNEX 2**

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## ANNEX 2

### DOS Household Surveys

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**ANNEX 3**

**Annual Level of Employment**

**ANNEX 3**  
**Annual Level of Employment**  
**Civil Engineers**

	Economic Activity	1995	1996	1997
A 01, 02	Agriculture, Hunting & Forestry			
B 05	Fishery			
C 10,11, 12, 13, 14	Mining	17	18	21
D 15 - 17	Manufacture	1	2	
D 15	Food Products Production			
D 16	Tobacco Products Production			
D 17	Textile Production			
D 18	Clothing Industry: Preparation and Dying of Furs	2	1	2
D 19	Leather Tanning and Preparation			
D 20	Wood and Wooden Products Production			
D 21	Paper and Paper Products Production			
D 22	Printing and Publishing			
D 23	Coke Coal Production and Refined Oil and Fuel Products		1	5
D 24	Chemical Material & Products Production		1	
D 25	Rubber & Plastics Products Production	1		
D 26	Other Non-Metals Products Production	26	25	14
D 27	Alkali Metals Production			
D 28	Shaped Metals Products Production	17	41	15
D 29	Unclassified Machinery & Equipment Production	5	3	1
D 30	Production of Office & Accounting Machines and Computers			
D 31	Production of Unclassified Machines & Electric Equipment	2		
D 32	Production of Radio, TV & Telecommunications Equipment			
D 33	Production of Medical & Optical Equipment and Watches/Clocks			
D 34	Production of Mechanical Vehicles and Trailers	3	5	2
D 35	Production of Other Transport Equipment			
D 36	Furniture Production, Production of Unclassified Products in Another Site	2		
D 37	Recycling			

	Economic Activity	1995	1996	1997
E 40, 41	Provision of Electricity, Gas and Water	95	116	173
F 45	Constructions	533	615	584
G 50, 51, 52	Wholesale & Retail Trade, Maintenance of Mechanical Vehicles & Bicycles	26	19	19
H 55	Hotels & Restaurants	2	2	1
I 60, 61, 62, 63, 64	Transport, Storage & Communications	53	48	35
J 65, 66, 67	Financial Mediation	18	12	11
K 70, 71, 72, 73, 74	Real Estate & Renting Activities and Commercial Projects and Activities	686	580	721
L 75	Public Administration and Defence, Compulsory Social Security	895	1087	1047
M 80	Education	95	84	90
N 85	Health and Social Work	11	8	21
O 90 - 93	Community, Social and Personal Services Activities	14	27	19
O 90	Sewage Water Treatment, Garbage Treatment and Public Health, and Other Similar Activities			
O 91	Activities of Member Institutions that are Unclassified in Any Other Place	6	15	8
O 92	Recreational, Cultural and Sports Activities	8	12	11
O 93	Other Services Activities			
P 95	Private Families Who Appoint Individuals To Do Domestic Work			
Q 99	Non- Regional Organizations and Bodies			
	TOTAL	2518	2722	2800

### Annual Level of Employment Mining Technician

	Economic Activity	1995	1996	1997
A 01, 02	Agriculture, Hunting & Forestry			
B 05	Fishery			
C 10,11, 12, 13, 14	Mining	6	105	102
D 15 - 17	Manufacture			
D 15	Food Products Production			
D 16	Tobacco Products Production			
D 17	Textile Production			
D 18	Clothing Industry: Preparation and Dying of Furs			
D 19	Leather Tanning and Preparation			
D 20	Wood and Wooden Products Production			
D 21	Paper and Paper Products Production			
D 22	Printing and Publishing			
D 23	Coke Coal Production and Refined Oil and Fuel Products	14		
D 24	Chemical Material & Products Production			
D 25	Rubber & Plastics Products Production			
D 26	Other Non-Metals Products Production	30	1	8
D 27	Alkali Metals Production			2
D 28	Shaped Metals Products Production			7
D 29	Unclassified Machinery & Equipment Production			
D 30	Production of Office & Accounting Machines and Computers			
D 31	Production of Unclassified Machines & Electric Equipment			
D 32	Production of Radio, TV & Telecommunications Equipment			
D 33	Production of Medical & Optical Equipment and Watches/Clocks			
D 34	Production of Mechanical Vehicles and Trailers			
D 35	Production of Other Transport Equipment			
D 36	Furniture Production, Production of Unclassified Products in Another Site			

	<b>Economic Activity</b>	<b>1995</b>	<b>1996</b>	<b>1997</b>
D 37	Recycling			
E 40, 41	Provision of Electricity, Gas and Water	1		1
F 45	Constructions			50
G 50, 51, 52	Wholesale & Retail Trade, Maintenance of Mechanical Vehicles & Bicycles			
H 55	Hotels & Restaurants			
I 60, 61, 62, 63, 64	Transport, Storage & Communications			
J 65, 66, 67	Financial Mediation			
K 70, 71, 72, 73, 74	Real Estate & Renting Activities and Commercial Projects and Activities			
L 75	Public Administration and Defence, Compulsory Social Security	151	92	29
M 80	Education			
N 85	Health and Social Work			
O 90 - 93	Community, Social and Personal Services Activities			
O 90	Sewage Water Treatment, Garbage Treatment and Public Health, and Other Similar Activities			
O 91	Activities of Member Institutions that are Unclassified in Any Other Place			
O 92	Recreational, Cultural and Sports Activities			
O 93	Other Services Activities			
P 95	Private Families Who Appoint Individuals To Do Domestic Work			
Q 99	Non- Regional Organizations and Bodies			
	<b>TOTAL</b>	<b>202</b>	<b>198</b>	<b>199</b>

**Annual Level of Employment  
Cooks**

	Economic Activity	1995	1996	1997
A 01, 02	Agriculture, Hunting & Forestry			
B 05	Fishery			
C 10,11, 12, 13, 14	Mining	25	15	44
D 15 - 17	Manufacture	17	10	32
D 15	Food Products Production			
D 16	Tobacco Products Production			8
D 17	Textile Production		1	
D 18	Clothing Industry: Preparation and Dying of Furs		1	
D 19	Leather Tanning and Preparation	1	1	1
D 20	Wood and Wooden Products Production			
D 21	Paper and Paper Products Production	1		1
D 22	Printing and Publishing			
D 23	Coke Coal Production and Refined Oil and Fuel Products	21	10	15
D 24	Chemical Material & Products Production	11	8	10
D 25	Rubber & Plastics Products Production	5	6	18
D 26	Other Non-Metals Products Production	10	6	7
D 27	Alkali Metals Production	2	2	2
D 28	Shaped Metals Products Production		4	1
D 29	Unclassified Machinery & Equipment Production	6		6
D 30	Production of Office & Accounting Machines and Computers			
D 31	Production of Unclassified Machines & Electric Equipment		5	3
D 32	Production of Radio, TV & Telecommunications Equipment			
D 33	Production of Medical & Optical Equipment and Watches/Clocks			
D 34	Production of Mechanical Vehicles and Trailers	5	3	1
D 35	Production of Other Transport Equipment			
D 36	Furniture Production, Production of Unclassified Products in Another Site		1	



	Economic Activity	1995	1996	1997
D 37	Recycling			
E 40, 41	Provision of Electricity, Gas and Water	10	7	2
F 45	Constructions	14	30	28
G 50, 51, 52	Wholesale & Retail Trade, Maintenance of Mechanical Vehicles & Bicycles	8	2	16
H 55	Hotels & Restaurants	1195	1424	1555
I 60, 61, 62, 63, 64	Transport, Storage & Communications	74	76	58
J 65, 66, 67	Financial Mediation	15	20	16
K 70, 71, 72, 73, 74	Real Estate & Renting Activities and Commercial Projects and Activities	94	169	184
L 75	Public Administration and Defence, Compulsory Social Security	93	80	74
M 80	Education	140	124	152
N 85	Health and Social Work	308	249	302
O 90 - 93	Community, Social and Personal Services Activities			26
O 90	Sewage Water Treatment, Garbage Treatment and Public Health, and Other Similar Activities			
O 91	Activities of Member Institutions that are Unclassified in Any Other Place	12		
O 92	Recreational, Cultural and Sports Activities	23		
O 93	Other Services Activities			
P 95	Private Families Who Appoint Individuals To Do Domestic Work			
Q 99	Non- Regional Organizations and Bodies			
	TOTAL	2090	2254	2564

**ANNEX 4**  
**DOS Employment Surveys**  
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## ANNEX 4

### DOS Employment Surveys

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## **ANNEX 5**

### **General Census of the Economic Establishments**



## Annex 5

### General Census of the Economic Establishments

<b>Identification Data for Establishment</b>		
Number of buildings in a block		
Permanent building numbers.		
The number of the unit in the block		
Serial number for the establishment in a block		
Establishment and commercial name		
Name of establishment owner or responsible manager		
Establishment address:		
Street/Description of site	Area	
	Fax no.	Phone no.
Internet title page	e-mail	PO Box No.
<b>Characteristics of the Enterprise</b>		
Condition of the establishment		
1. Permanent work	4. Stopped Completely (End of interview)	
2. Seasonal work	5. A back up activity unit	
3. Under renovation		
The main economic activity		
Details:		
The supplementary activity		
Details:		
No. of vocational licenses		
Amman municipality/regional		
Licensing date (first time)		
Date of production start		
The legal status of the establishment:		
1. Individual establishment		
2. Cooperative company		
3. Company with limited liability		
4. (blank by Suad)		
5. (blank by Suad)		
6. General shares company		
7. Cooperative society		
8. Non-profit organization		
9. Branch of foreign company		
10. Government		
11. Other (specify)		
The economic organization of the establishment		
1. Mail office with no branches (individual establishment)		
2. Main office with branches		
3. Branch that handles independent accounts		
4. Branch that does not handle independent accounts		
*Note to researcher: if the answer to this question is Item 4, ask the next question and then move to the last question on this form		
State the full name of the central/main office and its address		
Capital acknowledged (nominal) in J.D.		
Capital paid in J.D.		

Percentage of shares in the paid capital 1. Local private sector a. Individuals b. Companies 2. The Jordanian government 3. Foreign private sector a. Individuals b. Companies 4. Foreign government 5. International or regional organization 6. Other (specify) Total (100%)			
Control over important decisions (such as appointing a DG or defining cost policies) 1. Administrative Board 2. Jordanian government 3. Foreign party 4. Others (specify)			
Does the establishment have legal account books? 1. Yes 2. No			
Number of employees in establishment: As of 31/12/1998 • With salaries or wages • Without salaries or wages As of the previous month • With salaries or wages • Without salaries or wages	Male	Female	Total
Value of the establishment's total income in J.D. • For 1998 • During the month that preceded the visit			
Is the administration in the same location with production 1. Yes (move to the end of the form) 2. No.			
What is the address of the administration			
Are there any independent establishments within this establishment? (private canteen, employees co-op society, etc.) 1. Yes (move to buildings and establishments census record and complete the information about this establishment) 2. No			

Visit record	Information Source	Signature and Official Stamp	Date
1. Took place	_____	_____	_____
2. Postponed			
3. Other			

**ANNEX 6**  
**The Official Gazette**

**We Faysal Bin El-Hussein, Regent to His Majesty the King**

in accordance with Article (31) of the Constitution

And based upon decisions of both the Senate and the House of Deputies,  
We approve the following law and order that it be issued and added to the  
Laws of the State:

Law No (23) of 1999

**Law for Organizing Vocational Labor**

**Article 1:** This law is called (The 1999 Law for Organizing Vocational Labor) and will be used as of its publication in the official gazette,

**Article 2:** The following words and expressions will have the meaning mentioned below wherever they occur in this law unless the context means otherwise:

The Ministry:	The Ministry of Labor.
The Minister:	The Minister of Labor.
The Corporation:	The Vocational Training Corporation (VTC).
The Board:	The VTC Board of Directors.
The Director General:	The VTC DG.
The Vocation:	Any work, profession or trade that is subject to the decrees of this law.
The Person:	Any individual real or imaginary.
The Shop:	The place where a person exercises a vocation.
The Vocational Inspector:	Every employee appointed by the Minister from among the Ministry or Corporation employees to perform inspection activities according to the decrees of this law or whoever is authorized to do so.

**Article 3:** The decrees of this law are applied to all vocations which the cabinet decides to incorporate based upon the Board's proposal.

**Article 4:** On the advice of the technical committees formed for this purpose, the Board issues regulations concerning the classification of vocational shops into categories, specifying the special conditions for each category according to the set criteria among which are the following, and these regulations are published in the official gazette:

- (One) Shop Size.
- (Two) Equipment and furnishings that need to be available in the shop.
- (Three) Vocational safety and health requirements.
- (Four) Workers' vocational levels and numbers.
- (Five) The administration's technical level.

**Article 5:** (a) The Director General or whoever is officially authorized to do so issues the shop classification certificate with a five-year validity period upon a proposal of the specialized committees formed for this purpose. The Shop owner has the right to protest against this classification to the specialized law court within 60 days of being informed of the classification decision.

- (b) No vocation can be practised in any shop unless this shop is classified according to the decrees of this law.

**Article 6:** (a) The shop to be classified has to obtain the licences stated in the laws and by-laws in operation.

- (b) The shop owner must display his shop classification certificate in a clearly perceivable place, and must keep his employees' vocational practice licences at easy reach.

Article 7: For purpose of implementing the decrees of this law, the vocational workers are classified into the following categories. The degrees and titles of every category are defined according to a by-law to be issued for this purpose.

- (a) The Specialist/Professional
- (b) The Technician
- (c) The Craftsman
- (d) The Skilled worker
- (e) The Limited-Skill Worker

Article 8: Vocational classification rules and procedures that correspond to the decrees of this law are specified for the purposes of issuing workers of a particular vocation a five-year licence to exercise that vocation.

This includes tests which the corporation administers to define vocational levels and criteria for promotion from one rank to another in every category according to a by-law issued for this purpose. No one is allowed to exercise any vocation unless he gets a practice licence which states the vocation and its vocational classification level.

- Article 9:
- (a)** Duties are imposed on the issuing of a shop classification certificate and a vocational practice licence, the amounts of which are specified in a by-law for this purpose.
  - (b)** The corporation charges fees on tests it administers, as part of its duties and the amount is determined in a by-law issued for this purpose. These fees are used for vocational training and testing activities.
- Article 10:
- (a)** The vocational inspector has to inspect shops in order to ensure their adherence to the conditions and specifications stated in this law and in the by-laws and regulations issued accordingly. The vocational inspector has the authority of a warrant officer with the responsibilities stated in the rules of the Penal Trials Law in operation.
  - (b)** Responsibilities, authorities and rewards of the shop owner towards vocational inspectors are specified in a by-law issued for this purpose.
  - (c)** The vocational inspector asks the shop owner to remove the transgression/violation within fifteen days from the date of the written warranty. In case of disobedience, the Minister can close down the shop until the transgression is removed or a court decision concerning it is issued.

**Article 11:**

- (a) The Court of Peace deals with and decides upon the following matters:
- Objection to a shop classification or to the vocational practice licensing.
  - Contradictions or inconsistencies committed in violation of this law's decrees.
- (b)

The vocational court can decide to close down the shop or stop its operation by canceling the shop classification certificate or the vocational practice licence for the duration it sees suitable. It can also close down the shop permanently and cancel the shop classification certificate or the vocational practice licence in addition to the penalties stated in this law.



Article 12: (a) The shop owner who exercises a vocation without obtaining the shop classification certificate or is more than sixty days late in renewing it, is fined from J.D 100 to J.D 1000, and the court can decide to close down the shop until classification procedures are completed.

(b) Everyone who opens a shop which the court had decided to close down will be put in jail for period of between a month to six months.

Article 13: (a) The punishment of whoever commits any of the following transgression cases will be imprisoned for a period ranging from a week to three months, or be fined J.D 100 to J.D 500, or both:

1. If the contradicts the classification conditions stated in this law,
2. If the shop owner employs unclassified workers in his shop,
3. If the shop owner changes his shop location without informing the corporation about it.

(b) The shop owner is fined from J.D 10 to J.D 50 if he does not display his shop classification certificate in an easily visible place, or does not keep his workers' classification level certificates at hand.

(c) The shop owner and shop manager are responsible for any contradiction taking place in the shop that is against the decrees of this law.

- Article 14: An imprisonment sentence of a week to three months, or a fine of J.D 20 to J.D 100, or both is imposed on everyone who practices any vocation without getting a vocational practice licence or is delayed in renewing it for more than sixty days after its expiry date.
- Article 15: No reduction of a fine as penalty beyond its minimum level stated in Articles (13-14) is allowed for any reason.
- Article 16: Anyone exercising a vocation for which the decrees of this law apply has to adjust his conditions or his shop's conditions according to the decrees of this law and within a period of not more than three years from the date of including that vocation in the decrees of this law. The Minister has the right to extend the period to two additional years upon the proposal of the Board, subject to shop closure and an annulment of the shop practice licence.
- Article 17: The cabinet can issue the by-laws needed to implement the decrees of this law.
- Article 18: Any statement in any other legislation is cancelled if it contradicts the decrees of this law.

## **ANNEX 7**

**Frequency of Employment Opportunities by Sector and Category as  
Advertised in Jordanian Newspapers for the Period  
September 25 to October 23, 1999**

## ANNEX 7

### Frequency of Employment Opportunities By Sector and Category As Advertised in Jordanian Newspapers for the period September 25 to October 23, 1999

#### Local Opportunities

		OCCUPATION									
Industry	Total	Legislators and Senior Officials	Professionals	Technicians & Associate Professionals	Clerks	Service Workers & Shop and Market Sales Workers	Skilled Agricultural & Fishery Workers	Craft & Related Trades Workers	Plant & Machine Operators & Occupations	Elementary Occupations	
Real Estate, Renting and Business Activities	44	2	23		7	10		1		1	
Public Administration and Defence, Compulsory Social Security	1									1	
Education	30		28	1		1					
Health & Social Work	17		10	1	1	1		2	1	1	
Other Community, Social and Personal Service Activities	5		2		1				2		
Private Households with Employed Persons											
Extra-Territorial Organizations and Bodies	4		3					1			
Total	101	2	66	2	9	12		4	3	3	

OCCUPATION										
Industry	Total	Legislators and Senior Officials	Professionals	Technicians & Associate Professionals	Clerks	Service Workers & Shop and Market Sales Workers	Skilled Agricultural & Fishery Workers	Craft & Related Trades Workers	Plant & Machine Operators & Occupations	Elementary Occupations
Agriculture, Hunting and Forestry										
Mining and Quarrying	1				1					
Manufacturing	16		10		4			2		
Electricity, Gas and Water Supply	11		10		1					
Construction	24		21	1	1			1		
Wholesale and Retail Trade, Repair of Motor Vehicles, Motorcycles and Personal and Household Goods	1					1				
Hotels and Restaurants	7		5			2				
Transport, Storage & Communication	11		8			1		2		
Financial Intermediation	3		2		1					
Information Technology	5		3		2					
Total	79		59	1	10	4		5		
Grand Total	180	2	125	3	19	16		9	3	3

## Opportunities Outside Jordan

OCCUPATION										
Industry	Total	Legislators and Senior Officials	Professionals	Technicians & Associate Professionals	Clerks	Service Workers & Shop and Market Sales Workers	Skilled Agricultural & Fishery Workers	Craft & Related Trades Workers	Plant & Machine Operators & Occupations	Elementary Occupations
Real Estate, Renting and Business Activities	8		3	1	1	1		2		
Public Administration and Defence, Compulsory 'Social Security										
Education	11		11							
Health & Social Work	6		6							
Other Community, Social and Personal Service Activities	4		2		1	1				
Private Households with Employed Persons	1		1							
Extra-Territorial Organizations and Bodies										
Total	30		23	1	2	2		2		

OCCUPATION											
		Total	Legislators and Senior Officials	Professionals	Technicians & Associate Professionals	Clerks	Service Workers & Shop and Market Sales Workers	Skilled Agricultural & Fishery Workers	Craft & Related Trades Workers	Plant & Machine Operators & Occupations	Elementary Occupations
Industry											
Agriculture, Hunting and Forestry	1			1							
Mining and Quarrying											
Manufacturing	7			4			1		2		
Electricity, Gas and Water Supply	3			3							
Construction	5			5							
Wholesale and Retail Trade, Repair of Motor Vehicles, Motorcycles and Personal and Household Goods	7			2	1	2	2				
Hotels and Restaurants	6						2		4		
Transport, Storage & Communication	7			7							
Financial Intermediation											
Information Technology	12			11							
Total	48			33	1	3	5		6		
Grand Total	78			56	2	5	7		8		

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