

Ministry of Justice

2023 Financial Year Plan Based on the Result

Main Objective	Target value	Main activities	Required resources	Indicator	Starting date	Ending date	Implementing in charge	Ministries and collaborating administrations	Delivering date	Percentages of progress per quarter				Expected Results
										1 st quarter	2 nd quarter	3 rd quarter	4 th quarter	
										Planning, drafting, scrutinizing the legislative documents & processing, printing, promulgating thereof	(64) titles of laws	Planning, drafting and scrutinizing (64) titles of legislative documents in civil, criminal, economic and commercial fields	Financial and human resources	
Presenting (100) legal advices	Providing (100) legal consultations based on the recommendations of the Emirate ministries and departments	Financial and human resources	A number of legal consultations have been provided	=	=	Demanding authorities	=	25%	25%		25%	25%		
Presenting of (12) opinions	Expressing opinions about (12) agreements, treaties, memorandums, covenants and protocols	Financial and human resources	A number of opinions have been expressed	=	=	Demanding authorities	=	25%	25%		25%	25%		
(24) legal documents	Printing, publishing and distributing of (24) legislative documents in 12 official gazette series	Financial, physical and human resources	A number of legislative documents have been printed, published and distributed	=	=	Directorate of Publications	General directorate of legislation and directorate of admin and financial affairs	=	25%		25%	25%	25%	Increasing access to the law and citizens' awareness of the law in order to provide the basis for strengthening the rule of law as much as possible
(1000) volumes of periodicals	Printing, publication and distribution of (1000) volumes of Adalat Periodical Journal	Financial, physical and human resources	A number of Adalat Periodical Journal have been printed, published and distributed	=	=		Ministry of Industry and Trade	=	25%		25%	25%	25%	
(10000) pieces of trade marks documents	Printing, publication and distribution of (10000) pieces of trademarks and documents in 12 official gazette series	Financial, physical and human resources	A number of documents & trademarks have been printed, published and distributed	=	=		Directorate of admin and financial affairs	=	25%		25%	25%	25%	Reflecting the total achievements and activities of the legal services of the Ministry of Justice
(524) cases of interviews and publicities	Convention of (4) press conferences, (400) interviews with media by the relevant sections of the ministry and (120) times of publicities to the applicants	Financial, human and informational resources	A number of interviews have been carried out.	=	=	Directorate of admin and financial affairs	=	25%	25%	25%	25%			
(710) times	Preparation of (600) pieces of news from official meetings and ceremonies, (30) notifications and (30) announcements and newsletters and (60) videos.	Financial, human and informational resources	Information has been provided	=	=	Central Directorates of Ministry of Justice	=	25%	25%	25%	25%			
Public awareness about laws, legal and judicial affairs	Publication of (678) no. of official gazette, Adalat Magazine & associations lists	Publication of (12) numbers of the official gazette, (12) numbers of announcements for registration of documents and trademarks, (4) numbers of the monthly magazine of Adalat and (650) numbers of the association, charity foundation and transaction guide on the website of the Ministry of Justice.	Financial and human resources	Some numbers of the afore mentioned journals have been published through website	=	=	Directorate of Legal Aid	Nay	=	25%	25%	25%	25%	Citizens' awareness of the activities of the Ministry of Justice
	Publication of (24) tenders and employment notifications	Publication of (12) tenders' announcements and (12) job vacancy announcements in the website of Ministry of Justice.	Financial and human resources	Some announcements have been published	=	=		Nay	=	25%	25%	25%	25%	Improving the capacity of public legal awareness missionaries
	Conducting of (8) instructional programs	Conducting of (8) instructional programs for legal aid providers, advertisers and public awareness officials	Financial and human resources	Some instructional programs have been conducted.	=	=	Nay	=	25%	25%	25%	25%		

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										Public awareness on laws, legal and judicial affairs	Conducting (800) programs	Convention of (800) public legal awareness programs in centers of provinces	Financial and human resources	
(60) times supervisions	Supervising the advertisements of field missionaries of legal awareness (60 times) in the center and provinces	Financial and human resources	The advertisements of field missionaries have been monitored	=		Nay	=	25%	25%		25%	25%		
Preparation of (4) numbers of note booklets with a circulation of (192) vol.	Printing (4) numbers of legal note booklets and publishing them in a total circulation of (192) volumes in one year and sending them to the heads of provincial justice directorates	Financial and human resources	Legal chapter notes have been prepared	=	=	Nay	=	25%	25%		25%	25%		
Providing public awareness for (6500) individuals	Providing legal awareness to (65000) people of country's citizens including men, women, children and vulnerable people in the center and provinces	Financial and human resources	Legal awareness has been provided for a number of the country's citizens	=	=	Directorates of legal aid & provincial justice directorates	Relevant judicial organs	=	25%		25%	25%	25%	Increasing the citizens' awareness levels
Providing legal aid for (7000) people.	Providing legal assistance to (7,000) suspects, accused and victims of crimes of torture and rape, children, women, persons with disabilities, returnees, internally displaced persons, immigrants and underprivileged refugees and giving priority to the victims of the mentioned crimes in the center and provinces	Financial and human resources	Legal aid has been provided to a number of beneficiaries	=	=		Courts, intelligence and police	=	25%		25%	25%	25%	
Providing legal consultations for (472) people.	Providing legal consultations through legal assistants and legal public awareness missionaries for the number of (472) needy citizens of the country.	Financial and human resources	Legal consultations have been provided.	=	=	Directorate of legal aid	Nay	=	25%		25%	25%	25%	Providing legal services to indigent defendants in order to win the trust of the country's citizens
Printing four titles of advertising materials	Printing (4) titles of advertising materials (brochure, poster and booklets) and sending the mentioned materials to 34 provinces	Financial and human resources	Advertising materials have been printed and sent to 34 provinces	=	=		Nay	=	25%	25%	25%	25%	Increasing the citizens' awareness levels	
Participating in (7000) judicial meetings	Participation of legal aid providers in (7000) courts 'judicial meetings in center and provinces for the indigent suspects, accused and victims	Financial and human resources	Participation in judicial sessions has taken place	=	=		Nay	=	25%	25%	25%	25%	Providing timely legal assistance to suspects, accused and indigent victims	
Writing (7000) claims, defenses, objections and counter objections	Writing and preparing (7000) claims, defenses and objections for the underprivileged suspects, accused and victims	Financial and human resources	Claims, defenses and objections have been written and prepared	=	=		Nay	=	25%	25%	25%	25%	Restoring public rights and treasury	
Addressing to (1200) petitions	Addressing to (1200) pieces of received legal and miscellaneous petitions in the center and provinces	Financial and human resources	A number of petitions have been implemented	=	=		Judicial & detective organs	=	25%	25%	25%	25%		
Defending (3000) cases	Defending (3,000) movable and immovable cases, examining real estate, financial, administrative and commercial disputes in order to defend public assets and the Treasury.	Financial and human resources	Some cases have been defended.	=	=	As necessary, all referring Emirate bodies	=	25%	25%	25%	25%			

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										Provision of legal services	Restitution of (2000) cases	Prevention of usurpation and restitution (2000) of usurped cases (movable and immovable) through the commission to prevent land usurpation and restitution of usurped lands.	Financial and human resources	
Issuance of (250) rulings	Issuance of (50) cases of reconciliation and dispute resolution rulings and (200) cases of restitution rulings	Financial and human resources	A number of issued rulings	=		Ministry of Finance and municipality	=	25%	25%		25%	25%	Preventing public rights abuses	
Registration and renewal of (4100) licenses	Registration and renewal of (300) associations' licenses, (2300) licenses of real estate agencies and (1500) licenses of petition writing.	Financial and human resources	A number of licenses have been registered and renewed	=	=	Municipality	=	25%	25%		25%	25%	Legitimizing the activity of institutions and administration of justice	
Supervision of (3200) real estate agency and petition writing offices	Overlooking of (200) foundations and associations, (2000) real estate agencies and (1000) petitioners	Financial and human resources	Some entities, real estate agencies and petitioners have been supervised	=	=	Directorates of legal aid & provincial justice directorates	Nay	=	25%		25%	25%		25%
Distribution and renewal of (3000) licenses	Distribution of (1000) licenses and renewal of (2000) licenses of defense attorneys	Financial and human resources	A number of licenses have been distributed and renewed	=	=		Nay	=	25%		25%	25%	25%	Increasing citizens' access to justice and better integration of defense lawyers
Supervision of (1500) Attorney's offices	Monitoring of (1500) attorney's offices in the center and provinces	Financial and human resources	Some attorney offices have been monitored	=	=	Nay	=	25%	25%		25%	25%		
(2000) forms	Distribution of (2000) Tax balance forms and checking the tax obligation documents of (2000) defense attorneys	Financial and human resources	A number of tax forms have been distributed and tax documents examined	=	=	Directorate of legal aid	Nay	=	25%		25%	25%	25%	Strengthening the country's economic foundation
Two round examinations of (2000) applicants	Launching two rounds of entrance exams for (2,000) defense attorney applicants by providing information and ordering identity cards to applicants.	Financial and human resources	A number of entrance exams have been launched	=	=		Nay	=	25%		25%	25%	25%	Increasing citizens' access to justice and better integration of defense lawyers
(12) rounds evaluation of (1000) individuals	Launching (12) rounds of evaluation for approximately (1000) defense attorneys	Financial and human resources	Evaluation of defense attorneys have been launched	=	=		Nay	=	25%		25%	25%	25%	
Sending of (4) lists of contents	Sending the general lists of defense attorneys to the relevant organs both in center and provinces in quarterly manner	Financial and human resources	General lists of defense attorneys have been sent	=	=		Nay	=	25%		25%	25%	25%	
Issuing an inquiry to obtain a seal for (1,500) people	Submitting an inquiry for (1,500) license applicants for the issuance of the seal of attorneys	Financial and human resources	Inquiry has been made for some applicants	=	=	Nay	=	25%	25%		25%	25%		
Collecting and addressing (500) petitions	Collection and processing of (200) complaints against defense lawyers and collection of (300) complaints of defense lawyers from relevant authorities.		A number of petitions have been collected and addressed					=	25%		25%	25%	25%	

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										Provision of legal services	Closure of (100) doors	(100) illegal defense attorney offices have been blocked	Financial and human resources	
Issuance of (3000)	Issuance of determination of payment of renewal and new applicants for (3000) defense lawyers	Financial and human resources	Determination of payment of renewal and new applicants have been issued	=	=	Nay	=	25%	25%		25%	25%		
One round	Launching one round of defense attorney internship programs for (500) applicants	Financial and human resources	Defense attorney's internship has been launched for a number of applicants	=	=	Nay	=	25%	25%		25%	25%		
Creation of (7) sub-directorate positions	Establishment of (7) sub-directorate positions in (7) zones of the country	Financial and human resources	A number of sub-directorates have been created	=	=	Nay	=	25%	25%	25%	25%			
Developing and promoting the capacity of human resources	Obtainment of (17) million Afghanis	Obtaining (17000000) Afghanis through the revenues of defense attorneys coordination's directorate	Financial and human resources	A sum of seventeen million Afghanis has been obtained	=	=	Office of MOJ & Directorate of Human Resource	Nay	=	25%	25%	25%	25%	Strengthening the country's economic foundation
	Employment of (110) people	Hiring (90) employees in vacant central and provincial positions and (30) employees in Law Project NTA System.	Financial and human resources	A number of employees been hired & others' contracts have been renewed	=	=		Emirate Admin Affairs, MOH, MOE, MOA	=	25%	25%	25%	25%	Attracting experienced and educated people, assigning work to professionals and providing timely legal and judicial services to citizens
	Replacement of (30) employees	Replacement of (30) employees in order to render more sufficient and better legal and judicial services	Financial and human resources	A number of employees have been replaced	=	=		Nay	=	25%	25%	25%	25%	
	Extension of (40) contracts	Preparation and extension of (40) short term employment contracts in the center and provinces	Financial and human resources	A number of short-term employment contracts have been extended	=	=	Nay	=	25%	25%	25%	25%	Handling the services affairs of Ministry	
	Activation of (HRMIS) system	Activation of (HRMIS) system in Ministry of Justice	Financial and human resources	System has been activated	=	=	Emirate Admin. Affairs	=	25%	25%	25%	25%	Updating employees' database system & providing timely services	
	Convention of (32) instructional programs for (800) people	Conducting (32) training programs for (800) central and provincial directorates 'employees of the ministry of justice	Financial and human resources	A number of training programs have been conducted	=	=	Directorate of Human Resource	Emirate Admin Affairs & MOF	=	25%	25%	25%	25%	Enhancing the capacities of the ministry's employees and providing the basis for speeding up and improving work affairs
	Evaluation of (1000) employees' performances	Management, coordination and evaluation of (1000) central and provincial employees' performances	Financial and human resources	The performance of the number of employees has been evaluated	=	=		Nay	=	25%	25%	25%	25%	Identifying the gaps and detecting work defects and providing the basis for the implementation of the principle of rewards and punishments, which improves the process of related affairs.
Analysis of (220) job descriptions in compliance with grades	Preparation, analysis & revision of (220) pieces of job descriptions of central and provincial grades.		A number of job descriptions have analyzed and revised.			Emirate Admin Affairs		=	25%	25%	25%	25%	Specifying and standardizing the duties and responsibilities of each position and speeding up the process	

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										Developing and enhancing directorate of human resource				
Retirement of (8) employees	Implementing the retirement of (8) employees based on their old age of (65) & completion of terms of 40 years actual service	Financial and human resources	The number of employees has been driven to retirement	1402/1/1	1402/12/15	HR directorate and respective bodies	Retirement fund	1402/12/29	25%	25%	25%	25%	Employees have been benefited from the retirement rights	
Introducing (25) employees to the national educational institutions	Introducing (5) people to internal educational institutions at the bachelor level and introducing (20) employees of the Ministry of Justice to private universities for fee discount	Financial and human resources	A number of employees have been introduced to in-service master's degree courses.	=	=		Relevant universities	=	50%		50%		Capacity building for provision of better services	
Revision of the organizational structure of the Ministry of Justice in fiscal year 1402	Revision, preparation and finalizing the organizational structure of MOJ in financial year 1402	Financial and human resources	The organizational formation of ministry has been prepared and revised	=	=	Directorate of Human Resource	Emirate Admin Affairs	=	70%	30%			Creating the appropriate formation as required by the time and eliminating redundant and unnecessary formations	
Distribution of ID cards to (500) employees	Distributing and examining ID cards for (500) of ministry's official employees and guiding them	Financial and human resources	ID cards have been distributed to a number of employees	=	=		Nay	=	25%	25%	25%	25%	Identifying the ministry of justice's employees	
(10) cases of complaints	Addressing (10) cases of complaints from central and provincial employees	Financial and human resources	The employees' complaints have been addressed	=	=		Nay	=	10%	10%	10%	70%	Addressing the employees' complaints	
Provision of services														
Acquisition and renunciation of citizenship of (34) peoples	Dealing with the citizenship renunciation affairs of (28) people and citizenship acquisition affairs of (6) people	Financial and human resources	Citizenship acquisition and renunciation affairs have been processed	=	=	Directorate of Foreign Relations	MOE, MOF, General Directorate of National Intel and Emirate Admin. Affairs	=	23%	24%	27%	26%	Provision of grounds for renouncing the citizenship of (38) people and acquiring citizenship for (6) people	
(4) memoranda of understanding	Processing the drafting and signing (4) memoranda of understanding with domestic and foreign institutions	Financial and human resources	Memoranda have been prepared and signed	=	=		MOE & Administrative Office of Emirate (AOE)	=	25%	25%	25%	25%	The emergence of a standard mechanism for the consolidation of relations for effectiveness in activities and planned performances	
(4) instructional trips	Provision of (4) foreign instructional trips for the employees	Financial and human resources	A number of trips have been provided	=	=		General Directorate of Passport of MOE	=	25%	25%	25%	25%	Improving the capacity of employees and training the experiences of foreign countries	
Issuing (5) passport letters	Preparing letters and sending them the general directorate of passport of MOE based on their types	Financial and human resources	A number of correspondences have been issued	=	=		Directorate of Internal Inspection	Relevant units of Ministry of Justice	=	15%	30%	35%	20%	Ensuring the principle of transparency, accountability, strengthening the efficiency and effectiveness of the administration and gaining people's trust
Inspection of (46) units	Inspection of performances of (46) administrative units of MOJ	Financial and human resources	A number of units have been inspected	=	=			=	15%	30%	35%	20%		
Controlling of (46) units	Objective and current control of the current performances of (46) directorates and their sub-directorates and the case registration management system	Financial and human resources	A number of units have been controlled	=	=			=	15%	30%	35%	20%		
Examination of (80) cases extraordinarily	Investigating (80) cases in an extraordinary manner according to the guidance of the leadership of the Ministry of Justice	Financial and human resources	A number of units have been investigated					=	15%	30%	35%	20%		

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Provision of administrative services	Supervisory investigation of (30) cases	Ordering the investigated reports of (30) supervisory cases	Financial and human resources	A number of reports have been examined	1402/1/1	1402/12/15	Directorates of internal inspection and provincial directorates of justice	Police and Intelligence Organs	1402/12/29	15%	30%	35%	20%	Ensuring the principle of transparency, accountability, efficiency, administrative effectiveness and attracting people's trust
	Translating and notarizing (55564) pieces of official documents	Translation of (64) titles of legislative documents and notarization of (55500) translated official documents	Financial and human resources	A number of official documents have been translated and notarized	=	=	General directorate of legislation and provincial justice directorates	Nay	=	25%	25%	25%	25%	Providing quality legal and judicial services
	Distribution and issuance of (12) licenses	Distributing and issuing (12) licenses of official documents translation	Financial and human resources	A number of licenses have been distributed	=	=		Nay	=	25%	25%	25%	25%	
	Construction and completion of (4) projects of ministry of justice	Construction and repair of the Justice directorate of Farah province, Justice directorate of Uruzgan province and the construction of the sewage treatment system of the central complex of the ministry in case the budget is available.	Financial and human resources	A number of projects have been carried out and completed	=	=	Sub-directorate of procurement, directorates of administrative and financial and planning and policy	National Procurement Administration and ministry of finance	=	30%	30%	30%	10%	Creating a suitable work environment for employees and providing better legal and judicial services
	Preparation and procurement of (4) projects	Preparation and procurement of printing and publishing projects, oil, spare parts and stationery	Financial and human resources	A number of projects have been equipped and procured	=	=	Sub-directorate of procurement	National Procurement Administration and ministry of finance	=	25%	25%	25%	25%	Providing timely and effective services to citizens
	(3960) cases	Entering (3960) legal and civil cases into case registration book of case management system and legal cases	Financial and human resources	A number of cases have been entered into the Case Management System registration book	=	=	Sub-directorate of case management system	Nay	=	25%	25%	25%	25%	Accelerating and improving the affairs of the case management system
	Controlling of (3960) forms	Controlling and monitoring the accurate and complete filling of (3960) case management system forms by professional, administrative and other department employees	Financial and human resources	Supervision has been carried out on the forms filling out	=	=		Nay	=	25%	25%	25%	25%	
	Teaching (220) sessions	The teaching of ideological lessons and the assigned curriculum including (250) pages in 100 sessions for the employees of the ministry and teaching of Islam including (185) pages in 120 sessions for the civil service contractual workers of the ministry.	Financial and human resources	Ideological lessons have been taught to all employees	=	=	Directorate of Guidance and Invitation	Nay	=	25%	25%	25%	25%	Raising the level of religious and ideological information, equalizing character and opinion with Sharia and applying it in daily life to all employees
	(2) rounds examinations	Taking of (2) rounds examinations of beliefs lessons in a semi and final examinations	Financial and human resources	Two rounds ideological examinations have been taken	=	=		Nay	=	25%	25%	25%	25%	

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The proposal for the normal and development budget of the Ministry of Justice for the fiscal year 1402 has been arranged as follows and has been sent to the Ministry of Finance, but it has not yet been approved:

1. Normal and development budgets in (Afghan Digits)

Proposed budget of fiscal year 1402	Normal budget	Development budget
830,062,712	733,633,552.00	96,429,160
Eight hundred thirty million sixty-two thousand seven hundred twelve	Seven hundred thirty-three million six hundred thirty-three thousand five hundred fifty-two	Ninety-six million four hundred twenty-nine thousand one hundred sixty

2. Prediction of the budget consumption plan based on each quarter in terms of amounts and percentages

	Normal budget		Development budget	
	Planned amount	Percentages of planned amount	Planned amount	Percentages of planned amount
quarters	183,408,388	25.00%	28,928,748	30.00%
1 st quarter	183,408,388	25.00%	28,928,748	30.00%
2 nd quarter	183,408,388	25.00%	28,928,748	30.00%
3 rd quarter	183,408,388	25.00%	9,642,916	10.00%
4 th quarter	733,633,552.00	100%	9,642,916	10.00%

Prepared by Directorate of Planning and Policy

Approved by the Ministry of Justice

Name (Mawlawi Abdul Hakeem Sharai) Acting Minister of Justice

Place of signature ()

Note! All the pages of the plan should be stamped by the honorable head of the ministry's office.