

### Service / Sub-service Information Form

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                     |                                |                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------|------------------------|
| <b>Service Title:</b> Appraisal and Valuation of Information Resources                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                     | <b>Service ID:</b> 17022304000 |                        |
| <b>Service Type:</b> <input checked="" type="checkbox"/> Government to Citizen Service (G2C) <input type="checkbox"/> Government to Business Service (G2B)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                     |                                |                        |
| <input type="checkbox"/> Government to Government Service (G2G)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                     |                                |                        |
| <b>Service Description:</b><br><br>This service involves the appraisal and valuation of historical documents, manuscripts, lithographed books, as well as other valuable printed and non-printed materials. To this end, a working group for the appraisal and valuation of information resources is formed, consisting of both internal and external experts, with the mandate to assess and determine the value of the resources submitted. In accordance with the Evaluation Committee's guidelines, all resources, including manuscripts, lithographed books, calligraphic compilations, calligraphy and painting panels, miniatures, fine bindings, and writing tools, are assessed and reviewed. |                                                                                     |                                |                        |
| <b>Required Documents:</b> Completion of the relevant form                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                     |                                |                        |
| <b>Service Details</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Average service delivery time:                                                      | Case-dependent                 |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Service Hours:                                                                      | 8:00 to 16:00                  |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Number of Required In-Person Visits                                                 | .....                          |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Service Fee (Rial) for User                                                         | Amount(s) (Rial)               | Bank Account Number(s) |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                     | .....                          |                        |
| <b>Service Access Channels</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <input checked="" type="checkbox"/> Online                                          |                                |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input checked="" type="checkbox"/> Email                                           |                                |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input checked="" type="checkbox"/> Interactive Voice Response (IVR) or Call Center |                                |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="checkbox"/> Mobile Phone                                               |                                |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input checked="" type="checkbox"/> Short Message Service (SMS)                     |                                |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="checkbox"/> Service Delivery Offices /or Service Counters              |                                |                        |

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



