



The LIBRARY *of* CONGRESS



**ANNUAL REPORT
FISCAL YEAR
2009**

**LIBRARY OF CONGRESS OFFICE
CAIRO, EGYPT**

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LC CAIRO OFFICE FY 2009 – EXECUTIVE SUMMARY

Collection development activities – Highlights

Cairo office continued to use an extensive network of bibliographic representatives and vendors blended with acquisitions travel and a robust exchange program to meet its goals.

- Acquisitions travel – Office staff members made several important trips outside of Egypt to the region, including Algeria, Oman and Tunisia for book fairs, and Bahrain, Libya and Yemen as regular acquisition trips. The most important trips were to Bahrain where the Office has hired a new vendor and Algeria where there was an inactive vendor. In all cases, these trips are important as publications outside any given country's borders are not readily available. These trips yielded 940 new monograph titles acquired for LC alone.
- Cairo Book Fair – Cairo resumed its partnership with Leila Books to provide comprehensive coverage of this large fair. We also surveyed the coverage offered by Leila Books, specifically for Egyptian publications, and found that their performance improved significantly over last year. With staff working long hours to get materials processed and shipped out in a timely fashion, the office was able to achieve its goals. 1,009 new titles were acquired for LC and MECAP participants, 544 Egyptian overdue titles for MECAP participants, and 115 lists were circularized.
- Exchange and gift program – An influx of materials acquired by gift and exchange rose this year, reaching 6,587 pieces compared to 3,126 last year. There was a wide distribution of the exchange lists in Arabic and English to exchange partners in Egypt and the Middle East. The section sent exchange materials to Arab countries such as Sudan, Tunisia, and Libya. Total number of pieces sent was 1,556. Of special significance is a shipment of gift pieces sent by the office to Salah al-Din Provincial Reconstruction Team in Iraq, a total of 341 pieces to be used towards a new library being constructed in that province. Twelve new exchange partners were contacted and 15 local and international conferences were covered by the office in FY09.

Acquisitions and Cataloging Section – Highlights

- The Section acquired 7,917 monographic titles and 338 pieces in other formats for LC. There was a significant increase in the number of titles acquired Iraq, Lebanon, West Bank and Saudi Arabia.
- In the area of Cataloging, 7,789 cataloging records were created, compared with 5,687 records during the previous year. Among the key areas of production include 1,568 full monograph records, 1,009 whole book records, 907 MLC, 211 added volumes, 542 monograph fiche, 187 non-print, and 168 maps. Name authority records created by Cairo staff totaled 1,814, with 384 more updated or corrected.

- In the last quarter of FY09 the Office began a new system for sending and receiving feedback for cataloging review from Washington. This was coupled with a new system for handling copycat records. These new procedures will have an impact on reducing the backlog the office faces over the next FY.

Serials, Binding and Shipping – Highlights

- As of the end of FY09, the section maintained subscriptions to 3,084 newspaper and serial titles on LC's behalf, receiving 47,417 issues on a commercial basis. An additional 3,198 issues were received either as gifts or on exchange. 31,231 issues were received for MECAP participants.
- For technical processing, serials staff created 427 new serial catalog records. An additional 65 other records were modified to reflect changes required to link to newly-created records. 146 new NAF records were created.
- A total of 12,338 volumes were bound, of which slightly less than half, or 6,141 volumes, were for the Library of Congress' collections.
- 2,180 holdings record transactions were made for Law Library materials and 858 for Self Contained Units in Western languages.
- The section shipped 2,173 boxes and 174 envelopes of materials to LC and MECAP participants.
- A special highlight in serials backlog processing: with the help of our Kurdish specialist, the Office was able to catalog about 130 Kurdish serial titles and make them ready for shipping to AMED. In addition, the Office collated and sent about 53 serial titles to New Delhi office for microfilming. It also processed around 80 per cent of our backlog of newspapers waiting to be collated and sent them to New Delhi for microfilming.

Information Technology and Automation – Highlights

- Developments in FY09 saw the upgrade of the LAN from 100Mbps to 1000Mbps by installing and configuring new 1Gbps switches.
- The office's IT staff installed new backup server with a 160GB removable backup storage cartridge.
- Staff installed new Pamphlet Collection System (PCS). The new software is a web application running under IIS and SQL server database. Three staff have been trained on how to use the new software.
- The Office developed the tables for and tested the new ILS Transliterator tool for Arabic. Similar tables tools for Urdu and Persian reverse transliteration first

developed here in Cairo were recently distributed to other field offices at the end of FY09.

- The office also participated in an important pilot test of remote access to electronic resources in using Firepass. The test measured the ability of the office to access remote databases and e-resources otherwise accessible only on-site in Washington.

Personnel, Administrative and Financial

- The office's new permanent field director, Mr. William J. Kopycki, arrived to post in April 2009 after completing security clearances and other preliminaries. He replaced interim field director Mr. Michael Neubert, who enjoyed a successful period of 10 months ending in November 2008.
- The office welcomed Mr. Islam Moussa Kheidr who joined the office in December 2008 as the Binding Serials Receiving clerk. He replaced Mr. Hany Kabesh's position where Hany now is the Binding/Collating Technician.
- There were several positions CAJE'd: in the Acquisitions & Cataloging Section, Mr. Khaled Reyad was promoted from LES-7 Librarian to LES-8 Librarian (Assistant Section Head). Ms. Magda Fathy was promoted from LES-7 to LES-8 (Quality Assurance Cataloger). Mr. Yasser Hussein, Ms. Mona Abdel Kader, and Mr. Mahmoud Khalifa, all in the Cataloging section, were promoted from LES-7 to LES-8.
- In spite of the progress in FY2008 for the Office to negotiate an additional 72 meters of much-needed space, the Management section of the Embassy denied the request. As such, the Office has had to work harder to come up with creative solutions to maximize its existing limited space.

Middle East Cooperative Acquisitions Program (MECAP) – Highlights

- The office acquired 10,008 monographs and non-book materials, along with 31,231 serial pieces, for MECAP participants. The Acquisitions Section circularized 1,009 lists to participants, including 14 for Kurdish titles, 21 for Armenian titles, and 148 for Turkish titles.
- The resulting firm order and profile selections, along with subscriptions, translated into 1,093 boxes along with 124 envelopes being shipped to Participants.

Outreach – Highlights

- The Field Director gave three presentations to public audiences and special groups:
 - “World Digital Library”, Cairo University Central Library, May 2009.
 - “Cataloging in a shared bibliographic environment”, al-Minufiyah University, Library and Information Science Department, Kafr al-Shaykh, Egypt, June 2009.
 - Overview of Library of Congress, Cairo Office activities; US Embassy, IRC. Presented to a group of visiting Egyptian public librarians; June 2009.
- During President Obama’s visit to Cairo, the exchange librarian Ms. Maha Alfred collected all significant articles written before and after the visit from the daily, weekly newspapers and magazines in Egypt and made a complete file with important photos to document the whole visit.
- In April-May 2009, the Office’s head of automation Mr. Amr Hamza accompanied Nairobi Field Director Ms. Pamela Howard-Reguindin to Monrovia, Liberia, as part of a House Democracy Assistance Commission (HDAC) project. There, they conducted an initial assessment of the Liberian Legislative Library, Archives and Research services.
- Mr. Mahmoud Khalifa, from the Cataloging section, traveled to Oman in October 2008 to deliver a workshop about "Library service in digital age: Web 2.0 and Library 2.0". It was organized by Omani Library Association and 55 trainees attended the workshop.
- The Cairo Office continued providing invaluable support for the relationship between the National Library of Egypt and the Library of Congress (NLAE). Cairo Office has served as liaison for NLAE and a local company responsible for maintenance of the digitizing equipment NLAE uses to participate in World Digital Library.

ADMINISTRATIVE, FINANCIAL AND PERSONNEL

Budget and Finance

In FY2009, after some reductions at the beginning of the year, the Office was given a budget of \$1,313,282 for personnel and non-personnel operating expenses. Cumulative obligations amounted to \$1,074,952.33, out of which \$1,019,219.51 was liquidated by the end of the fiscal year.

The total budget for the Middle East Cooperative Acquisitions Program (MECAP) was \$910,965.03. The total budget of GENPAC and Law was \$110,000. Total acquisitions for LC, however, were \$127,231.85 due to a number of acquisition trips, a successful Cairo book fair, and frequent Turkish and Iraqi shipments during the year.

Other Financial Achievements

- The Accounting Section was able to enter 17,435 monograph records and 4,312 serial records in the IODA accounting system.
- The Receiving Section received 106 shipments from different vendors from the Middle East and Turkey. This resulted in the process of 1187 invoices entered in IODA, with a total of 112 vouchers processed for these vendors.
- General Service Office in the Embassy had announced in November 2008 the implementation of the E2 Travel System. This system will replace the Travel Authorization Form the Office used to prepare for travelers. Training sessions were provided for the arranger, who will enter the ticket reservation, lodging, and per diem. Other sessions were provided for travelers and the approver.
- This year with the help of our new Field Director, William Kopycki, the Office was able to successfully send annual MECAP participant invoices electronically which saved a lot of time, paperwork, and review.

Personnel – New Field Director

The office's new permanent field director, Mr. William J. Kopycki, arrived to post in April 2009 after completing security clearances and other preliminaries. He replaced interim field director Mr. Michael Neubert, who enjoyed a successful period of 10 months ending in November 2008. For the period of time between Mr. Neubert's departure and Mr. Kopycki's arrival in April, Ms. Rabab Mohi El-Din was Officer-in-Charge.

Personnel – New Hires

The office welcomed Mr. Islam Moussa Kheidr who joined the office in December 2008 as the Binding Serials Receiving Clerk.

Personnel – Reassignments

Mr. Hany Kabesh was redeployed from his position of Binding Serials Receiving Clerk to assume the duties of Binding/Collating Technician.

Personnel –Computer Assisted Job Evaluation (CAJE) for Locally Employed Staff

Interim Field Director Neubert worked through the Embassy’s HR system to enable staff to CAJE, and thus reclassified their positions. There were several positions CAJE’d: in the Acquisitions & Cataloging Section: Mr. Khaled Reyad was promoted from LES-7 Librarian to LES-8 Librarian (Assistant Section Head). Ms. Magda Fathy was promoted from LES-7 to LES-8 (Quality Assurance Cataloger). Mr. Yasser Hussein, Ms. Mona Abdel Kader, and Mr. Mahmoud Khalifa, all in the Cataloging Section, were promoted from LES-7 to LES-8.

Training

Administrative Assistant and Cashier Ms. Hanaa Hassan successfully completed the “Advanced Cashiering Workshop”, held from July 27-31, 2009 at RM/GFS Charleston, South Carolina.

Head of Serials, Binding and Shipping Mr. Ahmed Moustafa successfully completed a course on “Coaching and Counseling for Outstanding Job Performance” from September 9-10, offered by the American University in Cairo to Embassy staff.

Annual Salary Increase

Embassy Management had announced a salary increase of 3.9 percent effective May 10, 2009 after performing several salary surveys in the Egyptian labor market.

Office Space

In spite of the progress in FY08 for the Office to negotiate an additional 72 meters of much-needed space, the Management section of the Embassy denied the request. As such, the Office has had to work harder to come up with creative solutions to maximize its existing limited space. Changing procedures in Copycat has started to show an increase of materials being shipped out of the office, while re-arrangement of shelving units in the Cataloging section has also added some efficiency.

During the course of the year, Embassy Management staff made visits to the Office to inspect safety and other facilities-related issues. Some problems related to air-conditioning were resolved in the Cataloging Section, while those in the Serials and Shipping section remain to be completed. Renovation of the Embassy’s courtyard had a negative impact on the work environment, particularly in the Serials section. The Office is working with Embassy facilities to resolve remaining safety issues.

THE MIDDLE EAST COOPERATIVE ACQUISITIONS PROGRAM (MECAP)

FY09 ended with 42 participants in the MECAP program—no new participants, but no withdrawals. Some participants modified their profiles in light of the current economic situation. Third quarter and FY10 invoices were sent electronically this year to participants; this resulted in Washington receiving several payments ahead of schedule.

The Office acquired 10,008 monographs and non-book materials, along with 31,231 serial pieces, for MECAP participants. The Acquisitions Section circularized 1,009 lists to participants, including 14 for Kurdish titles, 21 for Armenian titles, and 148 for Turkish titles. The resulting firm order and profile selections, along with subscriptions, translated into 1,093 boxes along with 124 envelopes being shipped to participants; of these numbers, 6,197 volumes were bound for participants.

U.S. MECAP Participants

Brown University Library
Brigham Young University
Columbia University Library
Cornell University
FamilySearch Library (formerly Genealogical Society of Utah)
Harvard University Library
Harvard Law School
Indiana University Library
ITS Library
New York Public Library
New York University
National Agricultural Library
National Library of Medicine
Ohio State University
Portland State University
Princeton University
State University of New York
Temple University
University of Arizona
University of Chicago
University of California (LA)
University of California (Berkeley)
University of Illinois Library (first account)
University of Illinois Library (second account)
University of Michigan
University of North Carolina
University of Pennsylvania
University of Pittsburgh
University of Utah
University of Virginia
University of Washington

Washington University
Yale University
Yale Law University

Foreign (non-US) MECAP Participants

American University in Cairo
The British Library
International Labor Organization, Geneva
King Abdul-Aziz Institute Library, Morocco
McGill University
National Center for Financial and Economic Information, Saudi Arabia
University of Exeter
University of Toronto

ACQUISITIONS AND CATALOGING SECTION

Overview

FY09 showed an increase of all section activities. There was an increase in the number of titles acquired for LC and MECAP participants. The section purchased 7,917 monographic titles and 338 pieces in other formats were for LC. There was a significant increase in the number of titles acquired from Iraq, Lebanon, West Bank and Saudi Arabia.

In the area of Cataloging, 7,789 cataloging records were created, compared with 5,687 records during the previous year. Among the key areas of production include 1,568 full monograph records, 1,009 whole book records, 907 MLC, 211 added volumes, 542 monograph fiche, 187 non-print, and 168 maps. Name authority records created by Cairo staff totaled 1,814, and 384 updated or corrected.

Acquisitions travel

Office staff members made several important trips outside of Egypt to the region, including Algeria, Oman and Tunisia for book fairs, and Bahrain, Libya and Yemen as regular acquisition trips. The most important trips were to Bahrain where the Office hired a new vendor and Algeria where there was an inactive vendor. In all cases, these trips are important as publications outside any given country's borders are not readily available. These trips yielded 940 new monograph titles acquired for LC alone.

The following is a list of trips and the main accomplishments:

Country	Goals	Achievements
Algeria	- Attending the Algerian Int. Book Fair.	- Acquired 258 new titles. - Acquired 386 pieces for MECAP participants.

	<ul style="list-style-type: none"> - Maintain contact with non commercial sources in Algeria 	<ul style="list-style-type: none"> - Acquired 30 CDs from the Algerian Music Heritage series.
Bahrain & Oman	<ul style="list-style-type: none"> - Scout out for new vendors in both Bahrain and Oman - Attending the Oman Int. Book Fair. - Maintain contacts with non-commercial governmental institutions 	<ul style="list-style-type: none"> - Acquired 227 new titles. - Acquired 180 pieces for MECAP participants - Acquired the official gazette for Bahrain 2008. - Acquired 28 maps from Oman - Hired new vendors in both countries
Tunisia	<ul style="list-style-type: none"> - Attending the Tunisian Int. Book Fair. - Train our new vendor. - Maintain contacts with important exchange partners. 	<ul style="list-style-type: none"> - Acquired 324 new titles, 5 CDs, and 72 maps. - Acquired 400 pieces for MECAP participants.
Libya	<ul style="list-style-type: none"> - Hiring new vendor - Acquire publications for LC & MECAP participants. - Maintain contacts with selected government institutions. 	<ul style="list-style-type: none"> - Acquired 131 new titles, 2 maps, and 3 CDs. - Acquired 226 pieces for MECAP participants. - First trip since 2006
Yemen	<ul style="list-style-type: none"> - Acquire publications for LC& MECAP participants. - Maintain contacts with important exchange partners. 	<ul style="list-style-type: none"> - Acquired 151 new titles. - Acquired 288 pieces for MECAP participants.

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Book Fairs Covered by the Acquisitions and Cataloging Section

Four book fairs were covered during FY09

- Algeria Int. Book Fair.
- Oman International Book Fair.
- Tunisia International Book Fair
- Cairo International Book Fair.

The premiere event of the book fair season continues to be the Cairo International Book Fair. The 41st Cairo International Book Fair started on January 21st and ended February 5th, 2009. Cairo resumed its partnership with Leila Books to provide comprehensive coverage of this large fair. More than 27 countries participated, with books from over 765 Arab and foreign publishing houses represented. The United Kingdom was the guest honor of this year. The political situation in Gaza somewhat affected this year's event, although three exhibitors from West Bank, Gaza and Jerusalem were present. There were no publishers from Oman, Bahrain, and Qatar this year, and in fact, the few Qatari titles on display were exhibited by an Egyptian publisher. Most of Arab exhibitors were from Jordan, Syria, Lebanon and Saudi Arabia. From North Africa there were three publishers from Morocco, two from Tunisia, one from Algeria, and three from Libya. As for non-book materials, there were many exhibitors for CDs, DVDs, and computer files. The bulk of these materials (est. 80%) were religious/devotional in nature, and songs. There was one source for cartographic materials, the Egyptian Survey Authority.

The section surveyed the coverage offered by Leila Books, specifically for Egyptian publications, and found that their performance improved significantly over last year.

With staff working long hours to get materials processed and shipped out in a timely fashion, the Office was able to achieve its goals. 1,009 new titles were acquired for LC and MECAP participants, 544 Egyptian overdue titles for MECAP participants, and 115 lists were circularized.

MECAP program activities

IN FY09, the Section circulated 1,009 lists of 9,383 titles to participants. The following table shows the number of list thus circulated, according the country of publication, number of lists, and number of titles.

Country	Lists	Titles
Algeria	69	561
Armenian	21	244
Bahrain	17	127
Egypt	151	1728

England	4	20
Germany	2	16
Iran	1	2
Iraq	50	541
Jordan	85	775
Kurdish	14	87
Kuwait	9	108
Lebanon	49	384
Libya	25	207
Malta	1	20
Mauritania	1	28
Morocco	47	501
Oman	4	8
Qatar	6	59
Saudi Arabia	111	1067
Sudan	42	360
Syria	16	71
Tunisia	43	485
Turkey	148	1208
United Arab Emirates	21	168
United Kingdom	2	4
West Bank	23	257
Yemen	47	347
TOTAL	1009	9383

By format, this can be broken down as follows:

Material Type	Titles
Cartographic Materials	45
Electronic Materials	16
Video Recordings (DVD)	61
Sound Recordings	35
Monographs	9226
TOTAL	9383

The MECAP Order Manipulation System (MOMS) continues to be used by participants. A total of 11,169 monographs were selected by 15 participants using MOMS. Five of these 15 participants selected 8,118 of these 11,169 monographs – in short, one-third of the participants using the system selected three-quarters of the monographs supplied through it.

Work is presently being developed to have MOMS display Arabic script in the lists distributed to participants.

Exchange and Gift Program

An influx of materials acquired by gift and exchange nearly doubled this year, reaching 6,587 pieces compared to 3,126 last year. There was a wide distribution of the exchange lists in Arabic and English to partners in Egypt and the Middle East. The Section sent exchange materials to Arab countries such as Sudan, Tunisia, and Libya. Total number of pieces sent was 1,556.

Of special significance is a shipment of gift pieces sent by the office to Salah al-Din Provincial Reconstruction Team in Iraq, a total of 341 pieces, to be used towards a new library being constructed in that province.

Twelve new exchange partners were contacted and 15 local and international conferences were covered by the office in FY09.

Acquisitions by Bibliographic Representatives

The Office's bibliographic representative in Sudan was very active, acquiring several conference proceedings, reports and pamphlets, in addition to visiting many NGOs and international organizations' offices. In spite of the prevailing circumstances, the Office's representative in the West Bank has managed to send many new titles. The representative in Saudi Arabia collects a great number of materials, though there have been delays in shipments. In Lebanon, the Office's bibliographic representative has been very active in supplying non-commercial serials and election materials. The Office's representative in Syria has made good improvement though there are some difficulties in acquiring from governmental institutions.

Cataloging activities

In the area of cataloging, 7,789 cataloging records were created, compared with 5,687 records during the previous year. Among the key areas of production include 1,568 full monograph records, 1,009 whole book records, 907 MLC, 211 added volumes, 542 monograph fiche, 187 non-print, and 168 maps. Name authority records created by the Section staff totaled 1,814, and 384 updated or corrected.

A significant technical upgrade having an immediate impact on many staff was the development and testing of the new ILS Transliterator tool for Arabic. During July and August the field director developed rules and tables for transforming Arabic, Persian and Urdu romanized forms into Arabic script. Office staff participated in full testing and feedback. The end result was a true "reverse" Transliterator tool, similar to that of OCLC's Connexion client, which saves the Arabic catalogers a great amount of time in inputting Arabic script fields into MARC records via the ILS.

A new system has been implemented in the last quarter of FY09 for dealing with Copycat records. These new procedures will have an impact on reducing the backlog the Office faces

over FY10. Furthermore, the Cataloging Section began a new system for sending and receiving feedback for cataloging review from Washington. The Office focuses its whole-book cataloging for subject classes B, P and D, with the aim of individual staff gaining independence in these classes. Review presently covers Arabic and Turkish language materials. As for those in Kurdish and Armenian, staff will continue to produce initial bibliographic records for materials in these languages for the time being.

SERIALS, BINDING AND SHIPPING SECTION

Library of Congress Serials Activity

This year, the Office subscribed to 3,084 active commercial serial titles and newspapers, on behalf of LC. The Office received 47,417 issues for LC, including 2,815 issues on exchange basis and 383 issues as gifts.

New Serial Titles for LC

During the fiscal year the Section received 346 new serial titles through commercial, exchange and gift channels for LC.

Analysis of LC's New Serial Titles by Place of Publication

Country	No. Of Titles
Egypt	56
Alegria	6
Bahrain	12
Cyprès	2
Iraq	15
Jordan	15
Kurdish (Language)	34
Kuwait	4
Lebanon	11
Libya	10
Mauritania	9
Morocco	11
Oman	4
Qatar	1
Saudi Arabia	20
Sudan	30
Syria	3
Tunisia	13
Turkey	26
UAE	28
West Bank	31
Yemen	2
U.K.	1
Other (Netherlands – Swiss)	2

Total	346
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This year serial librarians created 427 bibliographic records online in OCLC for new serial titles and modified 65 bibliographic records.

Serials acquisition trip: Cairo Book Fair

During the Cairo Book Fair, Serials staff acquired 420 serial issues of 81 titles from various countries (vendors had been unable to supply the missing issues in spite of repeated claims on behalf of participants as well as LC). Staff also identified 27 new serial titles.

Analysis of New Serial Titles Acquired from Cairo Book Fair

COUNTRY	NO. OF TITLES	TOTAL
Algeria	2	2
Egypt	9	9
Kuwait	1	1
Libya	4	4
Morocco	4	4
Saudi Arabia	1	1
Sudan	1	1
Tunisia	2	2
U.A.E.	2	2
Other	1	1
Total Pieces	27	27

Serials acquisition trip: United Arab Emirates

The Section acquired continuations, missing issues and back issues (about 526 issues and volumes) from 61 serial titles published by 26 different publishers and institutions, including those in Abu Dhabi, Dubai, Sharjah and Ajman, for LC and MECAP participants. From this, 22 new serial titles were acquired.

Serials acquisition trip: Tunisia

The Office acquired continuations, missing issues and back issues (about 827 issues and volumes) from 69 serial titles published by 41 different publishers and institutions for LC and MECAP participants. In addition, staff were able to check the status and availability of about 18 serial titles.

LC-Cairo Serials Database

The Cairo serials database carries a total of 4,194 active serial and newspaper titles. Of this, LC-Cairo receives 3,286 serial titles on commercial basis for LC and/or at least one of the thirty-four MECAP participants in LC-Cairo's serials program. The Office received an additional 908 serial titles on exchange and gift basis.

An "active" title is one for which issues have been received during the past five years.

Analysis of Active Serial Titles

Country	No. Of Titles
Egypt	712
Algeria	144
Bahrain	58
Cyprus	13
France	11
Iraq	147
Jordan	251
Kurdish (Language)	134
Kuwait	179
Lebanon	222
Libya	91
Mauritania	48
Morocco	176
Oman	70
Qatar	67
Saudi Arabia	267
Sudan	200
Syria	157
Tunisia	192
Turkey	313
U.K.	28
UAE	300
West Bank	247
Yemen	162
Other	5
Total	4,194

Analysis of Records Created for Serial Titles by Place of Publication

Country	No. Of Titles
Algeria	3
Bahrain	7
Cyprus	1
Egypt	37
Iraq	100
Jordan	13
Kuwait	2
Lebanon	11
Libya	8
Mauritania	8
Morocco	8
Oman	4
Saudi Arabia	12
Sudan	18
Syria	17
Tunisia	29
Turkey	53
U.A.E.	13
West bank	71
Yemen	10
Other	2
Total	427

This year, serials librarians created 146 new NAF authority records and also modified 57 authority records.

This year, with the help of the Office's Kurdish specialist, 130 Kurdish serial titles were completed and prepared for shipping to AMED.

Checking in Serials Online in Voyager

This year the Office checked in Voyager about 3,038 issues and SCU volumes of which were 2,180 Law serial issues and volumes, and 858 roman-script language volumes.

MECAP Participants Activity

This year the office received 31,231 pieces. Subscriptions for calendar year 2009 were placed on behalf of thirty-four MECAP participants.

Analysis of Participants' Subscriptions

MECAP Participant	No. Of Titles
American University In Cairo (Egypt)	25
Brigham Young University	5
British Library	20
Columbia University	84
Cornell University	80
Harvard Law School	159
Harvard University	251
Indiana University	28
International Labor Office (Switzerland)	11
ITS Library	35
King Abdul Aziz Institute. (Morocco)	22
McGill University (Canada)	35
National Agricultural Library	41
National Library Of Medicine	123
NCFEI (Saudi Arabia)	23
New York Public Library	146
New York University	82
Ohio State University	43
Portland State University	55
Princeton University	292
State University New York	23
University Of Arizona	37
University Of California [Berkeley]	325
University Of Chicago	28
University Of Exeter (U.K.)	7
University Of Illinois	12
University Of Michigan	9
University Of Pennsylvania	94
University Of Toronto (Canada)	105
University Of Utah	120
University Of Virginia	44
University Of Washington	83
Washington University	13
Yale University	118

The Serials Unit continued to provide service to MECAP participants. Staff responded in a timely manner to claims for missing issues, informed participants about the changes in titles and publishers. In addition to sending each participant lists of ceased or suspended serial

titles they also created lists of “Special Notes” pertaining to titles for each participant’s subscription list. All itemized lists were mailed with the participant’s FY09 estimated bill.

Shipping Activities

This year the Shipping Unit shipped a total of 2,173 boxes and 174 envelopes.

The Unit shipped 454 boxes of serials, 397 boxes of bound monographs, videocassettes, audiocassettes and CD-ROMs to various decisions in LC. 215 boxes of materials were sent to New Delhi for microfilming or microfiching.

The Unit also shipped 14 boxes of exchange materials to partners in the region; to vendors and bibliographic representatives the Unit shipped 50 envelopes of purchase order forms, checks and correspondences.

For MECAP participants the Unit shipped 592 boxes of unbound and bound serials, 501 boxes of monographs, and 124 envelopes.

Table of Shipping Materials by Participant

MECAP Participant	No. of Boxes
American University In Cairo (Egypt)	35
Boston Public Library	0
Brigham Young University	14
British Library	39
Brown University	1
Cleveland Public Library	1
Columbia University	32
Cornell University	51
Family History Library	4
Harvard Law School	40
Harvard University	28
Indiana University	5
International Labor Office	8
ITS Library	5
King Abdul Aziz Institute	13
McGill University	7
National Agricultural Library	7
National Library Of Medicine	9
NCFEI (Saudi Arabia)	25
New York Public Library	138
New York University	25
Ohio State University	9
Portland State University	12
Princeton University	58
State University Of New York	10
Temple University	39

University Of Arizona	19
University Of California [Berkeley]	48
University Of Chicago	5
University Of Exeter	18
University Of Illinois	1
University of Illinois Library	2
University Of Michigan	10
University of North Carolina	37
University Of Pennsylvania	25
University of Pittsburgh	3
University Of Texas	0
University Of Toronto	185
University Of Utah	21
University Of Virginia	39
University Of Washington	25
Washington University	6
Yale University	32
Yale Law Library	0
Young Research Library	2
Total	1,093

This year the Unit reviewed and updated all LC shipping addresses to reflect the change in the ABA divisions and sections.

Preservation - Binding Activities

The Section was able to bind 12,338 volumes for LC and MECAP participants.

All serials for LC are retained until bound in Cairo. All new serials are retained until the title has received full level cataloging on LC's databases. A printout of the bibliographic record is inserted in every volume shipped to LC to facilitate front end processing in LC by staff without knowledge of Arabic.

Three participants have the Office retain serials for binding. Twenty participants have monographs bound in Cairo.

Analysis of Volumes Bound in FY09

	Serials	Monographs	Total
LC	2,079	4,062	6,141
MECAP participants	493	5,704	6,197
Total	2,572	9,766	12,338

Analysis of Volumes Bound for Participants in FY09

MECAP Participant	Number of Bound Volumes
Brown University Library	1
Columbia University	302
Cornell University	586
Harvard University Library	3
National Agricultural Library	16
National Library Of Medicine	11
New York Public Library	1520
New York University	1
Temple University	503
University Of Arizona	2
University Of Chicago	1
University Of Exeter	148
University Of Illinois	0
University Of Illinois Library	12
University Of North Carolina	738
University Of Pennsylvania	90
University Of Toronto	1389
University Of Virginia	472
University Of Washington	42
Yale University	357
Yale Law Library	3
Total	6,197

Preservation - Microfilm

This year the Section was able to create GTC (Guide to Contents) for about 53 newspaper and serial titles and send them to New Delhi office for microfilming. In addition, the Section was able to process about 80% of the backlog of newspapers waiting to be collated and sent to New Delhi for microfilming.

This year the Section has processed a shipment of 46 Serial titles to be microfiched in New Delhi.

INFORMATION TECHNOLOGY AND AUTOMATION

The Office manages and maintains its own LAN with 60 nodes and 10 servers. Developments in FY09 saw the upgrade of the LAN from 100Mbps to 1000Mbps by installing and configuring new 1Gbps switches. The Office's IT staff installed new backup server with a 160GB removable backup storage cartridge.

Staff worked to improve functionality of, or at least obtain maximum results from, the Office's legacy software. The AOS program modules are being developed to include new versions of reports, an invoices demo module, binding module and shipping module. Procedures for converting IODA report data into MS Excel format for electronic invoicing and delivery have been nearly perfected.

Staff installed new Pamphlet Collection System (PCS) acquired by the field director during a visit to the New Delhi Office which created it. The new software is a web application running under IIS and SQL server database. The installation included creating of new internal website and installation of its SQL database on Cairo SQL server. Three staff members have been trained in using the software.

By far the most important technical upgrade having an immediate impact on many staff was development and testing of the new ILS Transliterator tool for Arabic. During July and August the field director developed rules and tables for transforming Arabic, Persian and Urdu Romanized forms into Arabic script. Office staff participated in full testing and feedback. The end result was a true "reverse" Transliterator tool which saves the Arabic catalogers a great amount of time in inputting Arabic script fields into MARC records via the ILS. The tools for Urdu and Persian reverse transliteration first developed here in Cairo were recently distributed to other field offices at the end of FY09.

The IT staff also worked closely with Washington OVOP Senior automation specialist Mr. Tony Pierce in testing software, connections and firewall access. The Office also participated in an important pilot test of remote access to electronic resources in using Firepass. The test measured the ability of the office to access remote databases and e-resources otherwise accessible only on-site in Washington. Office staff provided Washington with feedback and testimony as to the usefulness of the service and its technical aspects.

A summary of essential IT infrastructure developments follows:

Software Development

- Continued development of Acquisitions Ordering System (AOS) program modules (new versions of reports, Invoices Demo module, Binding module, Shipping module)
- Updating AOS to work under Visual Studio 2005
- Correcting 8845 Unicode records in AOS database
- Developing Z-ALG which facilitate MARC download and lists generation via Z39.50 protocol from LC Z-server

- Finished the developing the ALG.NET which generating lists from MARC8 or UTF8 records which downloaded from Voyager system.
- Developing the ALG.NET Ver. 2.0 which generating lists with vernacular from MARC8 or UTF8 records
- Enhancing MOMs to support vernacular using ASP.NET
- Developing Time Attendance System (OT and time adjustments module)
- Developing Cairo Statistics Web based system
- Continue developing Exchange program
- Updates Cairo local web pages.

Software

- Installation of Visual Studio 2005 server
- Assisting Rio office in SPLAT installation
- Performing windows security and drivers updates.
- Performing Viruscan updates
- Updating Connexion software to version 2.1.
- WinACS cashier software support
- Installation of ER Forms.
- Installation of CatStat statistic software which New Delhi office developed to use for facilitating statistic reports
- Installation of new Pamphlet Collection System (PCS)
- Updating the new Transliterator tool for Arabic script on staff PCs. Most of the rules and exceptions have been developed by the field director, with testing by Cataloging staff.

Computer management

- MOMS management and administration
- ILS (Voyager) and OCLC support
- Managing and monitoring of LAN with 60 nodes and 10 servers
- Maintaining group security policy on Clients sides and server side
- Coordinating 2 new user accounts on ILS and GroupWise

Hardware

- Installation of new three PCs and two printers
- Hardware disposal of old P4 computers
- Upgrading LC-Cairo office LAN from 100Mbps to 1000Mbps by installing and configuring new 1Gbps switches which improved performance of the LAN from six to ten times faster. The installation required fixing of all network connection cables from patch panel to new switches.
- Installation of new cabinet to replace the broken one. Installation required readjusting of servers' rails, fixing ventilation fans, cabinet wheels and KVM and

- LCD unit with data and power cables. Installation also included moving of 8 servers, UPS, network connections and power connections.
- Installation of new backup server with 160GB removable backup storage cartridge.
 - Upgrading PC which was running proxy server.

Communication

- Upgrade both internet leased lines to 2Mbps which enhanced the internet access performance.
- Purchasing of new wireless Etisalat Connection for FD resident for internet access with speed up to 7.2Mbps.

Others

- Assisting in testing and installation of VPN system requirements to run Momentum, and E-Management system on field director's and head of accounting workstations.
- Managing Automation Hardware, Software and supplies purchasing and follow-up of orders receiving
- Assisting Washington OVOP Senior automation Mr. Tony Pierce in testing software, connections and firewall access
- Coordinating 2 new user accounts on ILS and GroupWise
- Planning for ASP.NET and JAVA training

OUTREACH AND OTHER ACTIVITIES

Presentations by the field director

The Field Director was invited to give three presentations to public audiences and special groups:

- Overview of Library of Congress, Cairo Office activities; US Embassy, IRC. Presented to a group of visiting Egyptian public librarians; April 30, 2009.
- "World Digital Library", Cairo University Central Library, May 3, 2009.
- "Cataloging in a shared bibliographic environment", al-Minufiyah Univeristy, Library and Information Science Department, Kafr al-Shaykh, Egypt, June 9, 2009.

These sessions were well-attended (the World Digital Library presentation had over 100 in attendance), and reflected the local community's interest in Library of Congress' activities in general, and that of Cairo Office in particular. The presentation at al-Minufiyah University was an opportunity to speak to a more provincial audience of librarians in a rural city.

The Egyptian Library Association gave special recognition to the field director during its annual meeting in North Sinai, July 2009, presenting him with a commemorative plaque and

certificate. The Field Director was unable to attend the conference due to the security situation, but expressed his appreciation to the association for their gesture.

Press reports for CRS and AMED

The exchange librarian succeeded in contacting the Public Affairs Office in Iraq, Syria, and Yemen to receive the press summary on daily basis. The press summary is sent to Congressional Research Service and AMED staff daily.

POTUS visit to Cairo

During President Obama's visit to Cairo, the exchange librarian, Ms. Maha Alfred, collected all significant articles written before and after the visit from the daily, weekly newspapers and magazines in Egypt and made a complete file with important photos to document the whole visit.

Administrative assistant Ms. Hanaa Hassan worked with other Embassy staff to prepare Cairo University for the President's speech and bring VIP's inside. Following his speech, the President met with Embassy staff at a special staff-only event at the Pyramids. Despite enduring three hours in the scorching heat waiting for his arrival, many Office staff attended this special event.

HDAC Staff Assessment, Monrovia, Liberia

In April-May 2009, the Office's Head of Automation Mr. Amr Hamza accompanied Nairobi Field Director Ms. Pamela Howard-Reguindin to Monrovia, Liberia, as part of a House Democracy Assistance Commission (HDAC) project. There, they conducted an initial assessment of the Liberian Legislative Library, Archives and Research services.

They made assessments in the areas of physical plant needs, furniture, IT hardware and software needs, staffing configurations and training needs. Meetings were held with both Liberian and US officials to keep all concerned in the loop.

Staff presentation in Oman

Mr. Mahmoud Khalifa, from the Cataloging section, traveled to Oman in October 2008 to deliver a workshop about "Library service in digital age: Web 2.0 and Library 2.0". It was organized by Omani Library Association and 55 trainees attended the workshop.

National Library and Archives of Egypt (NLAE) liaison activities

The Cairo Office continued providing invaluable support for the relationship between the NLAE and the Library of Congress. In January 2009, Ms. Hanaa Hassan made local arrangements for John Van Oudenaren from LC-Washington and international delegates to visit Cairo to hold the World Digital Library Content Selection Group Meeting. Cairo Office has served as liaison between LC-Washington and a local company responsible for maintenance of the digitizing equipment NLAE uses to participate in World Digital Library.

LOOKING AHEAD

Full staffing

With a new permanent field director, the Office spent the third and last quarters of the FY interviewing a cataloging librarian to create IBC records. This person has been hired and is expected to start soon. This will make the total office staff 34.

Cataloging independence

One of the long-term goals of the office is to provide “shelf-ready” cataloging for materials sent to Washington. This starts with first ensuring that Cairo catalogers can work independently to provide full-level of cataloging for subject materials with minimal review. The Office now works under a new review and shipping matrix to enable materials under review to be received by ASME staff and returned in a timely fashion.

Maximizing resources

In light of tighter budgets and allocations and even space limitations, the Office will review its operating procedures and policies to ensure that key areas such as acquisition travel and technical processing are being fully maximized from resources allocated. This means trying new models and methods.

Outreach

The Office will work to engage with other agencies and local communities, including libraries, publishers, NGOs and cultural institutions, both in Egypt and in the greater region, to foster goodwill and accentuate its goals.

ACKNOWLEDGMENTS

The annual report is as usual compiled by the hard-working section heads of the Cairo Office—Rabab Mohi el-Din, Amr Hamza, Ahmed Moustafa and Ismail Soliman, who likewise oversaw or conducted the achievements of their respective sections, and presented their statistics. The numbers generated represent the productivity and output of the Office’s fine and dedicated staff.

Editing and additional text was done by the field director, with final formatting and assembly by Hanaa Hassan. Many of the office and event-related photographs were taken by our unofficial staff photographer and Computer Management Assistant Mr. Hisham Fathi.

SIGNIFICANT TITLES ACQUIRED DURING FISCAL YEAR 2009

Significant titles in Arabic

Algeria

al-Hijrah al-Jazā'iriyah nahwá bilād al-Shām / 'Ammār Hilāl. – al-Jazā'ir : Dār Hūmah, c2007. LCCN: 2008413603 [Algeria, emigration and immigration]

Ṣuḥuf al-taṣawwuf al-Jazā'iriyah min 1338 H ilá 1373 H... / Muḥammad al-Ṣāliḥ Āyt 'Aljat. – Bin 'Aknūn, al-Jazā'ir : Dīwān al-Maṭbū'āt al-Jāmī'iyah, [2007]. LCCN: 2008413574 [Sufi newspapers; Algeria].

Dictionnaire des noms et prénoms berbères / de Shamy Chemini. – Tizi Ouzou, Algeria : L'Odyssée, 2006. LCCN: 2008413737 [Dictionary of Berber names written in Latin and Tifinagh script]

Egypt

Dawlat al-Facebook / by Muḥammad 'Alī al-Basyūnī. – al-Qāhirah : Dār al-Shurūq, 2009. LCCN: 2009322035 [Listing of Arabic groups on Facebook]

Aṭfāl al-shawāri' : *al-mushkilah wa-ṭuruq al-'ilāj* / Aḥmad Muḥammad Mūsá. – al-Mansūrah [Egypt] : al-Maktabah al-'Aṣriyah lil-Nashr wa-al-Tawzī', 2009. LCCN: 2009322128 [Discussing the problem of homeless children in Egypt]

al-Kashf 'an ḥaqīqat kitāb, lhyā' 'ulūm al-dīn wa-'alāqatih bi-al-tasawwuf ... / jam' wa-ta'līq Ṣalāḥ al-Dīn Karmānī al-Ṭūkhī, Abū Mu'ādh Muḥammad Sayyid 'Abd al-Fattāh, Hānī Muḥammad 'Alī Ṭanṭāwī. – [Cairo?] : Ṣalāḥ al-Dīn Karmānī al-Ṭūkhī, Abū Mu'ādh Muḥammad Sayyid 'Abd al-Fattāh, Hānī Muḥammad 'Alī Ṭanṭāwī, [2009] LCCN: 2009322086 [Discussing the relationship between Islamic Sufism and the classic book *Ihya' 'ulum al-din* of Ghazzālī]

Iraq

al-Manāfi' al-ṭibbiyah lil-ahjār wa-al-ma'ādin wa-al-nabāt ... / li-Abī Yaḥyá Zakarīyā ibn Muḥammad ibn Maḥmūd al-Qazwīnī al-Kūfī. – Baghdād : Bayt al-Ḥikmah, 2007. LCCN: 2009338339 [Geography, Arab; Cosmography; Materia medica]

Ṭabī'at al-mujtama' al-'Irāqī fī al-'Asr al-'Abbāsī al-muta'akhhir / Ḥusayn 'Alī Qays Muḥammad al-Qaysī. – Baghdād : Dār al-Shu'ūn al-Thaqāfiyah al-'Āmmah, 2007. LCCN: 2009338355 [Iraq; social life and customs; Abbasids; history; 1055-1258]

Mawsū'at a'lām Karkūk al-mu'āshirīn / 'Izz al-Dīn Muḥammadī. – Baghdād : Dār al-Shu'ūn al-Thaqāfiyah al-'Āmmah, 2008. LCCN: 2009338350 [Encyclopedic biography for Karkuk in the 20th century]

Lebanon

Mawsū'at qabā'il 'Anzah al-Wā'ilīyah fī al-Jazīrah al-'Arabīyah / i'dād Mash'al al-'Anzī. – Bayrūt : al-Dār al-'Arabīyah lil-Mawsū'āt, 2008. LCCN: 2009338500 [The history of a famous Arabic tribe in Arabian Peninsula]

al-Wāqī' al-ijtimā'ī lil-Filasṭīniyyīn fī Lubnān / i'dād Maḥmūd Dāwūd al-'Alī. – Bayrūt : Bāḥith lil-Dirāsāt, 2009. LCCN: 2009322037 [Palestinian Arabs; Lebanon; social conditions; history]

al-Imām al-Khumaynī wa-tajdīd al-fiqh al-siyāsī / majmū'ah min al-mu'allifīn. – Bayrūt : Markaz al-Ḥaḍārah li-Tanmiyat al-Fikr al-Islāmī, 2008. LCCN: 2009338595 [Khomeini, Ruhollah; views on; Islamic law; criticism and interpretation; Islam and state]

Libya

al-Amthāl al-sha'bīyah al-Lībīyah / Rahīl 'Umar al-Shalṭāmī, Rabī'ah 'Uthmān al-Qallāl. – Sirt, al-Jamāhīriyah al-'Arabīyah al-Lībīyah al-Sha'bīyah al-Ishtirākīyah al-'Uzmā : Majlis al-Thaqāfah al-'Āmm, 2008. LCCN: 2009338223 [Collection of Arabic proverbs from Libya]

Morocco

'Umrān Sajlmāsah : dirāsah tārikhiyah wa-athariyah / ta'līf Laḥsan Tāwshīkht. – [Rabat] : Wizārat al-Awqāf wa-al-Shu'ūn al-Islāmīyah, al-Mamlakah al-Maghribīyah, 2008. LCCN: 2009338194 [Sajlmāsah (Morocco); antiquities; history]

al-Fihris al-waṣfī li-makhṭūṭāt Khizānat al-Masjid al-A'zam bi-Wazzān / injāz Badr al-'Umrān al-Ṭanjī, Muḥammad Sa'īd al-Ghāzī. – [Rabat] : Wizārat al-Awqāf wa-al-Shu'ūn al-Islāmīyah, al-Mamlakah al-Maghribīyah, 2008. LCCN: 2009338193 [Catalog of manuscripts in Masjid al-A'zam in Wazzān, Morocco]

al-Manāqib al-Marzūqīyah / li-Abī 'Abd Allāh Muḥammad ibn Marzūq al-Tilimsānī. – [Rabat?] : Wizārat al-Awqāf wa-al-Shu'ūn al-Islāmīyah, al-Mamlakah al-Maghribīyah, 2008. LCCN: 2009338242 [Biography of Sufis in Morocco]

Tunisia

al-Jāhiz mu'jamiyan : baḥth fī al-mustawayāt al-lughawīyah / al-Ḥabīb al-Naṣrāwī. – Tūnis : Markaz al-Nashr al-Jāmi'ī, 2008. LCCN: 2008413563 [Discuss the role of al-Jāhiz in lexicology and Arabic language]

Masraḥ al-'arā'is fī Tūnis : min al'āb Kārakūz ilá al-'urūḍal-ḥadīthah / Maḥmūd al-Mājjirī. – [Tūnis] : Dār Saḥar lil-Nashr, 2008. LCCN: 2009338362 [Theater; Tunisia; history; 20th century]

al-Ṭa'ām wa-al-sharāb fī al-turāth al-'Arabī / Sihām al-Dabbābī al-Maysāwī. – [Tūnis] : Jāmi'at Manūbah, Kullīyat al-Ādāb wa-al-Funūn wa-al-Insāniyāt, 2008. LCCN: 2009338155 [Food and drink in Arabic literary heritage works]

al-Fihrist al-Rushdī : al-matn wa-al-dirāsāt / As'ad Jum'ah. – Tūnis : Kullīyat al-Ādāb wa-al-'Ulūm al-Insāniyah bi-al-Qayrawān, 2008. LCCN: 2008532800 [A bibliography of Ibn Rushd's works]

al-Ṣirā' al-ṭabaqī fī Tūnis, 1956-1980 / Riḍā al-Zawārī. – Ṣafāqis : Ṣāmid lil-Nashr wa-al-Tawzī', 2009. LCCN: 2009322591 [Changes of the social classes in the Tunisian society from 1956-1980]

West Bank

Ittijāhāt al-fikr al-siyāsī al-Filasṭīnī : bayna al-kifāḥ al-musallaḥ wa-al-taswīyah / ta'līf Zuhayr Ibrāhīm al-Miṣrī. – Ghazzah : Maktabat al-Yāzījī, 2008. LCCN: 2009338267 [Palestine; politics and government; history]

Ṣaddām Ḥusayn min qaṣr al-ri'āsah ilá maqṣalat al-'idām / Rashīd Shāhīn. – [Bethlehem?] : Dār al-Shaymā' lil-Nashr wa-al-Tawzī', 2008. LCCN: 2009338701 [About the Iraq War and Iraq during Saddam Hussein's era]

Yemen

al-Fatāwá al-sāṭi'āt fī taḥrīm akl al-qāt ... / Abū al-Mu'taṣim Rashād ibn Amīn ibn Qāsim al-Ward al-Ḥubayshī. – Ṣa'dah : Maktabat al-Falāḥ, 2007. LCCN: 2009338001 [Islamic rulings prohibiting the use of the narcotic plant Qat]

Dawr 'Adan fī al-thawrah al-taḥrīriyah al-musallaḥah fī al-shaṭr al-janūbī min al-waṭan al-Yamanī, 1964-1967 M / al-mu'allif, Sayf 'Alī Muqbil. San'a : Da'irat al-Tawjih al-Ma'nawim Markaz al-Ma'lumat,[2007]. LCCN: 2009338336 [Aden (Yemen); history; 1964-1967]

al-Zaydiyyah bayna muḥibb ghāla wa-mubghid qāla / ta'līf Aḥmad ibn Luṭf al-Daylamī. – San'a : Ahmad ibn Lutf al-Dilimi,[200-?]. LCCN: 2009338305 [Zaydiyyah; Islamic sects; history]

Significant titles acquired through the Exchange & Gift Program

- 'Adā' al-Ḥukūmah fī khams sanawāt, 2004-2009* / Majlis al-Wizarā'. – al-Qāhirah : Majlis al-Wizarā' , 2009. [A government report on the performance of the Egyptian government from 2004-2009]
- al-Khiṭṭah waṭanīyah li-huquq al-insan* / Majlis al-Nuwwāb. – Bayrūt : Majlis al-Nuwwāb, 2008. [The national plan of the Lebanese Assembly on human rights]
- Barnāmaj Bayrūt 'āṣimah lil-kitāb al-'ālamī*. – Bayrūt : Barnāmaj, 2009. [Schedule of the festival of Beirut as International Capital for Book in 2009]
- Naḥwā al-jumhūrīyah al-hālīthah, intikhābāt 2009*. – Bayrūt : al-Tayyār al-Waṭanī al-Ḥurr, 2009. [The electoral program of Lebanese political party "al-Tayyar al-Watani al-Hurr]
- Kayfā nāla al-Sūdān istiqlālahu* / Fadwā 'Abd al-Raḥmān 'Alī. – Umm Durmān : Markaz 'Abd al-Karīm al-Mirghanī, 2008. [History of Sudan and independence from Egypt in 1953]
- al-Ḥāyah dhāt al-Iḥtilāl fī al-Diffah wa-al-Qitā'* / Lizā Turkī. – West Bank : Mu'assasat al-Dirāsāt al-Filasṭīniyah, 2008. [Cooperative work on social life in West Bank and Ghazza]
- Sharq Awsaṭ jadīd* / Mukhtār Qāsīm. – al-Qāhirah : Markaz Ibn Khaldūn lil-Dirāsāt al-Inmā'iyyah, [200-] [Cooperative work discussing the current political situation in Middle East]
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