



NATIONAL LIBRARY
(Republic of Mauritius)

ANNUAL REPORT
2003-2004

NATIONAL LIBRARY
ANNUAL REPORT 2003-2004
CORPORATE INFORMATION

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Banker : State Bank of Mauritius
State Bank Tower
1, Queen Elizabeth II Avenue
Port Louis

Auditor : Director of National Audit Office

Chairman of Board : Dr. Raj Sunkur Lutchmeah

Director : Mr Yves Chan Kam Lon

OUR VISION

To develop the National Library as the nation's leading documentary resource pertaining to the Republic of Mauritius, and as the apex library serving the needs of the Mauritian people at large in research, scholarship and creativity.

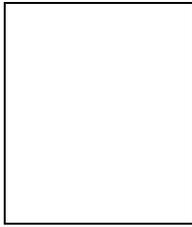
MISSION STATEMENT

To support the provision of, and access to, information for the nation. We are committed to collect and preserve the collective memory of the country to best serve the nation and to provide access to the information resources of the world.

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CHAIRMAN'S FOREWORD

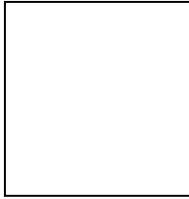
This Annual Report 2003-2004 summarises the activities undertaken during the period under review in a concise and explicit manner.

In order to provide quality service to its users in the most efficient and effective manner prompted the National Library to embark on the ISO 9001 Project. The National Library set itself the task of obtaining the ISO Certification in the not too distant future. Crucial in providing such services are its staff. Thus, no effort was spared in capacity building and skills development of staff at all levels. Significant progress was made in preservation and conservation of library materials and in knowledge management through the use of information and communication technologies particularly given the increasing holding of the National Library. The Annual Report gives details on the above activities together with other initiatives taken during the year.

These achievements would not have been possible without the support and collaboration of the Ministry of Arts and Culture, various institutions and organisations and individuals. To them all and to the members of the National Library Board, I wish to express my sincere thanks. Finally, my appreciation goes to the Director and Staff of the National Library for their usual commitment and dedication in implementing the work programme of the National Library.

30 January 2005

Dr. R. S. Lutchmeah



REVIEW OF THE YEAR

by

Y. Chan Kam Lon, *Director, National Library*

The year 2003-2004 has been marked by the consolidation of the foundation of the National Library, which, as we may recall, started its operation in January 2000.

The National Library has been guided by its second *Strategic Plan 2003-2005* which sets out very succinctly its vision, strategic management principles, goals, objectives and plan of actions. Half-way through its course we may safely say that we are still on target and we hope that by the end of December 2005, most of our objectives will have been met so that the National Library becomes the major information service provider for the country.

Emphasis was laid on collection management whereby the National Library tried to enforce the Legal Deposit Regulations by tracking down closely any new publication or production of Mauritiana materials. Visits were also organised to printers to build a solid working relationship with them. The National Library continued to be recipient of documents from generous donors. A policy of photocopying missing documents was also put in place to fill gaps in the Mauritiana collection.

Among the salient achievements of the National Library, has been the compilation of the *National Bibliography of Mauritius* and of some subject bibliographies. Mention should be made of our computerisation project, which will enhance our service to readers. During the year, the National Library, in fact, acquired a library software which allows readers to have access to the bibliographical data of our collection. Staff attended an intensive training course and the inputting of data started. Initially it was agreed that data of our Mauritiana collection would be inputted and the launching of the computerisation project made in the course of the year 2004.

The National Library maintained its conservation commitment. It microfilmed local newspapers as a matter of urgency and repaired and bound documents which needed urgent attention. Current local newspapers were also laminated.

The National Library aims to provide a top-class information service to readers. In this perspective, the National Library has embarked on the project ISO 9001:2000 and has put in a lot of its time towards the publication of its procedures and processes. It has been a teamwork which has prompted all library staff to be entirely committed towards providing total quality service.

Another noticeable feature of the National Library was the fact that its clientele continued to increase and the National Library even entertained many international requests. In spite of this, the National Library implemented its outreach programmes, which aimed to sensitise the public on the importance of the National Library.

All these salient achievements could not have been achieved without the entire commitment of my staff. I would like to express my deep appreciation of their hard work. I would also extend my thanks to Dr R. S. Lutchmeah, Chairman of the National Library Board and to its members, for their sound management and guidance.

Y. Chan Kam Lon
Director

THE NATIONAL LIBRARY BOARD AND ITS SUB-COMMITTEES

The National Library is governed by a Board consisting of a Chairman and eleven members. The Board meets once a month and nine members constitute a quorum. It is responsible for the general policies and directions of the Library, consistent with the National Library Act 1996. Among the twelve members, six are appointed by the Minister of Arts and Culture for a period of three years and the six others are representatives of various Ministries and Departments.

MEMBERS – NATIONAL LIBRARY BOARD

The Board, for the year under review, was constituted as follows:

Dr Raj Sunkur Lutchmeah, *Chairman*

Representatives of the Ministry of Education and Scientific Research:

Mrs P. Iyasawmy Essoo (Until March 2004)

Mrs N. Kinnoo (As from April 2004)

Representatives of the Ministry of Arts and Culture:

Mr I. Bhugan (Until April 2004)

Mrs I. Pudaruth-Ruchaia (As from May 2004)

Mr R. Oree (until May 2004), Representative of the Ministry of Finance

Mr S. Rungassamy, Representative of the Ministry of Finance and Economic Development

Mr G. Suneechur, Ag. Director, National Archives Department

Mr F. Soogali, Head Library Cadre, Ministry of Education and Scientific Research

Mr S. Cahoolessur, Ag. Head Library and Archives, Mahatma Gandhi Institute

Mrs T. K. Hurrinag-Ramnauth, Senior Librarian, Carnegie Library, Municipality of Curepipe

Mrs R. Ng Kee Kwong, Head, Library and Scientific Information Service, Mauritius Sugar Industry Research Institute

Mr B. Silarsah (until April 2004), Head Librarian, City Library, Municipality of Port Louis

Mrs M. Duval (as from May 2004), Senior Librarian, Olof Palme Library, Municipality of Beau Bassin/Rose Hill

Mr G. Gokool, Senior Library Clerk, Pamplemousses/Rivière du Rempart District Council

COMMITTEES

The compositions of the two sub-committees of the Board for the period under review were as follows:

A Appointment Committee

Dr R.S. Lutchmeah (Chairman)
Mr Y. Chan Kam Lon
Mr I. Bhugan (until April 2004)
Mr R. Oree (until April 2004)
Mr B. Silarsah (until April 2004)
Mrs I. Pudaruth-Ruchaia (as from May 2004)
Mrs M.C.Duval (as from May 2004)
Mr F. Soogali (as from May 2004)

B Finance and Tender Committee

Dr R. S. Lutchmeah (Chairman)
Mr Y. Chan Kam Lon
Mr I. Bhugan (until April 2004)
Mr R. Oree (until April 2004)
Mrs I. Pudaruth-Ruchaia (as from May 2004)
Mr S. Rungassamy (as from May 2004)
Mr S. Cahoolessur (as from May 2004)

PLANNING AND DEVELOPMENT

As an apex institution, leading the way in the field of librarianship, the National Library offered and undertook several initiatives, consistent with its role and responsibilities namely World Book Day 2004, Book Donation, Essay Competition, Special Programme for Schools and ISO 9001:2000 Project.

WORLD BOOK DAY 2004

An organising committee was set up under the chairmanship of the Director of the National Library in February 2004, comprising various stakeholders, namely Government and Parastatal Bodies, NGOs, Foreign Missions, advertising agencies, Librarians and cultural centres, to organise activities to mark the World Book Day 2004. The theme '*Lire et Grandir : Le plaisir de découvrir*' was chalked down, to culminate into a full scale programme for the general public on the 24th April, 2004 at the Port Louis Waterfront.

The support of various organisations was solicited to sponsor a national advertising campaign prior to the main programme at the Port Louis Waterfront. Posters and programmes were printed and distributed throughout the island. The MBC/TV, local press, private radios and municipalities played a very active role in our publicity campaign.

A wide array of activities ranging from painting competition, essay writing, book sale exhibitions, debates, ICT awareness and film projection, were organised throughout the island during the whole month of April 2004 in collaboration with the Ministry of Arts and Culture, the Ministry of Education and Scientific Research, the Centre de Lecture et d'Animation Culturelle, the Mahatma Gandhi Institute, the National Computer Board, the British Council, the MBC/TV, and foreign missions, among others.

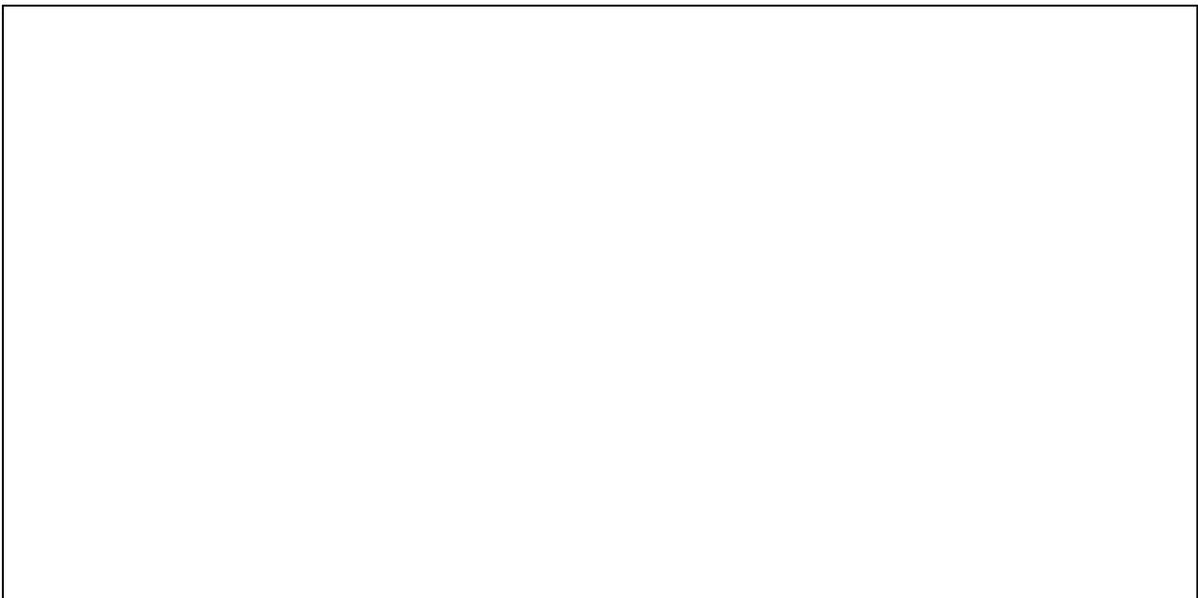
Prior to the World Book Day, the National Library held an Open Day on 23 April, 2004, whereby an exhibition of its rare collection was mounted for the general public.

The Vice President of the Republic of Mauritius, in the presence of the Minister of Arts and Culture and the Lord Mayor of Port Louis, was the Chief Guest for the opening ceremony of World Book Day at the Port Louis Waterfront on 24th April, 2004.

World Book Day 2004 was also marked by the organisation of other activities by the National Library, including a book exhibition on *The national libraries of the World*, quiz for children, video shows, distribution of school kits, sale of local author books, exhibition of rare Mauritiana materials and old school text books. The event was well attended.



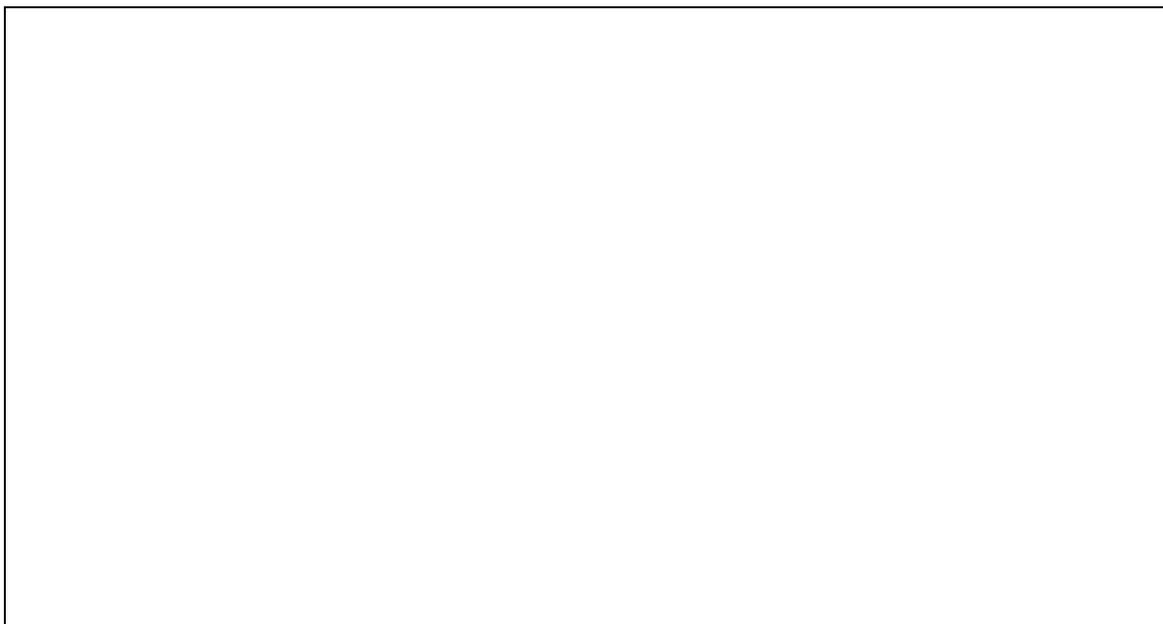
**Director of the National Library participating in a live MBC
radio programme during World Book Day 2004**



**Quiz for children at National Library's stall during
World Book Day 2004**

BOOK DONATION CEREMONY

In the context of the *Promotion of Reading* Project, the National Library organised a Donation Ceremony which was held on 24th July, 2003 at Pointe Aux Sables Government School where books and school kits were donated to 16 ZEP schools. The Vice-President of the Republic of Mauritius was the Chief Guest. The Minister of Arts and Culture and the US Ambassador were also present.



Distribution of books and school kits to ZEP schools

ESSAY COMPETITION 2004

The National Library launched its Annual Essay Competition on the theme '*The role of the National Library of Mauritius in the globalisation process*' on 17th May 2004. The competition was open exclusively to students of Form V of public and private secondary schools. The closing date for submission of entries was 18 June 2004.

The star prize for the winner was a cash prize of Rs5,000. Prizes were also earmarked to reward three other best entries to the competition.

A press communiqué containing the rules and regulations and posters inviting students to participate in the Essay Competition were sent to all private and state secondary schools.

SPECIAL PROGRAMME FOR SCHOOLS

In line with its strategic objectives, the National Library initiated a special programme for schools and colleges with a view to sensitising students on the importance of the National Library in their educational development. In this context, several colleges and one primary school were on study tours at the National Library.

S/N	NAME OF INSTITUTION	DATE
1.	MEDCO A.Bhujoharry Secondary School	07/06/04
2.	MEDCO A.Bhujoharry Secondary School	08/06/04
3.	MEDCO A.Bhujoharry Secondary School	09/06/04
4.	MEDCO A.Bhujoharry Secondary School	11/06/04
5.	Raoul Rivet Government School	15/06/04
6.	London College	16/06/04
7.	Eden College Port Louis	18/06/04
8.	Renganaden Seeneevassen SSS	21/06/04

ISO 9001:2000 PROJECT

With a view to increase efficiency and effectiveness and for a quality service to its customers, the National Library embarked on a quality management system based on the MS ISO 9001:2000 Standard. This constitutes a major development for our young organisation.

The ISO Principles aim at strengthening the system and the work processes in a consistent and standardised way by developing a standard approach. The ISO principles help to revisit and re-engineer existing practices and procedures. The system guarantees transparency in all our transactions and operations, and develops a professional approach in performing our activities. It enhances teamspirit among colleagues, and consolidates the quality culture in the organisation.

Two facilitators from the Management Audit Bureau conducted training sessions with the National Library ISO Team for initiation of the ISO Project.

A Steering Committee on the ISO Project under the chairmanship of the Director ensured that all steps involved in the implementation of the quality management system were closely monitored and reviewed and that mechanisms for reporting progress were in place.

The National Library is committed to efficiently and effectively implement and sustain the quality management system, and strives to obtain the ISO Certification by the end of year 2004.

HOLDINGS OF THE NATIONAL LIBRARY

The primary source of acquisition for the National Library remains the legal deposit system, whereby printers and producers are required to deposit six copies of every library material printed or produced in Mauritius. Another source of acquisition is through donation of library materials by different organisations.

A significant amount of bound volumes of newspapers and periodicals was donated to the National Library by the Mahatma Gandhi Institute. These include : *Le Mauricien, The Sun, The Nation, The New Nation, 5-Plus, Week-End, Le Mag, Le Militant, Business Magazine, Mauritius Today, Mauritius Times and L'Express*. Reports and magazines were also donated by the Ministry of Agriculture, Food Technology and Natural Resources.

Photocopies of *Mauritius Reports* (Supreme Court Judgments) were made for the following years: 1861, 1863-1871, 1874, 1880, 1881, 1883, 1884, 1887-1892, 1897, 1898, 1900, 1901-1904, 1963, 1966, 1996-1997, 2002 in order to fill gaps in the collection and meet the needs of information seekers.

The holdings of the National Library as at 30th June 2004 were **210,115**.

Total library materials acquired for the year 1st July, 2003 to 30th June, 2004 were **31, 464**. A breakdown of the figures is shown in the table below:

Library Materials	Legal Deposit	Donation	Purchases	UN	IMF	Others	Total
Books/Monographs	2,521	564	20	696	536	1,210	5,547
Newspapers	18,372	366					18,738
Periodicals	3,743	719					4,462
Annual Reports	213	122					335
Audio-cassettes	243						243
Video-cassettes	1,289						1,289
CDs/CD Roms	243	7					250
Stamps	600						600
TOTAL	27,224	1,778	20	696	536	1,210	31,464

PROCESSING OF LIBRARY MATERIALS

The different activities pertaining to the processing and preservation of the holdings of the National Library during the year under review are given below:

ACCESSIONING

The number of library materials accessioned is as follows:

Mauritiana	4,844
Reference/Non-Mauritiana	2,814
UN documents	696
IMF	536
World Bank	28
Stamps	<u>600</u>
Total	<u>10,469</u>

CLASSIFICATION AND CATALOGUING

Nine hundred library materials were classified according to the 22nd edition of the Dewey Decimal Classification Scheme and catalogued according to the 2nd edition of the Anglo American Cataloguing Rules. Subject headings based on the Library of Congress Subject Headings were prepared for these documents.

INDEXING

A total of **3,283** articles was indexed from *Financial News*, *Business Magazine*, *L'Express* and *Le Mauricien*.

PRESERVATION AND CONSERVATION

BINDERY SERVICES

The Bindery Section carried out preservation and maintenance work on library materials as follows:

No. of books bound	292
No. of newspapers bound	50
No. of magazines/reports bound	126
Miscellaneous items	3,399
Total	3,867

LAMINATION

The lamination of current newspapers continued during the year under review and a total number of 1,302 newspapers was laminated for the purpose of conservation.

MICROFILMING

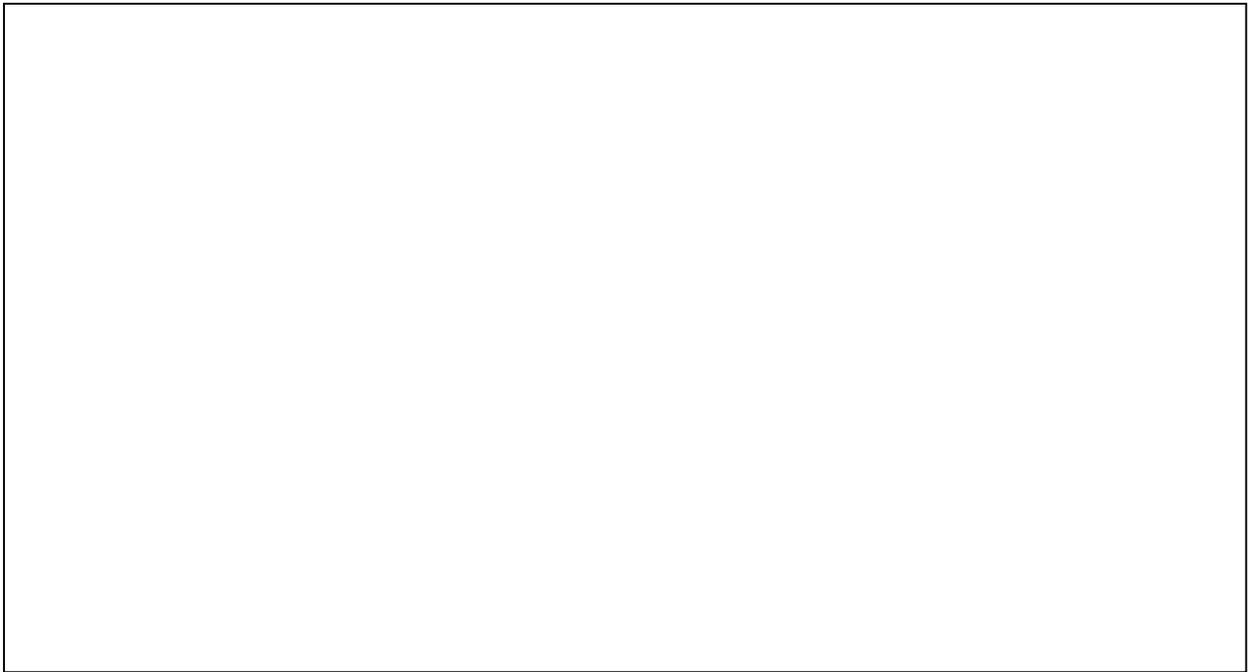
The National Library had recourse to preservation microfilming as regards to our national and cultural heritage. The enduring popularity of preservation microfilm is because of its practicality. Unlike its digital counterpart, microfilm is the product of a nearly static and tested technology. When created and stored according to appropriate standards and environmental conditions, microfilm is reported to preserve library materials for over 500 years. It is also worth noting that, while digital data require the use of a sophisticated retrieval system to access their treasures, microforms (microfilm and microfiche) can be read by the naked eye using only light and magnification.

During the period under review, the following newspapers were microfilmed:

Le Cernéen : 1966-1981, Le Cernéen/Le Mauricien : 1848-1849, Le Cernéen/Le Mauricien/Advance: 1942-1948, Le Mauricien : 1833, 1834, 1836, 1837, 1840-1850, Commercial Gazette : 1850-1860, 1862, 1870-1878, 1887-1894, and Commercial Gazette and Mercantile Record : 1878-1887.



Lamination of Newspapers for preservation and storage



A glimpse of National Library's publications

COMPUTERISATION PROJECT

The National Library, by the nature of its activities, is operating in an environment for information that is mainly influenced by technological developments. Thus, the National Library acquired a new computerised Library Management System, named Unicorn. Unicorn created by SIRSI, is the first Unix-based totally client/server library management system that employs the most advanced technology available to make library operation easier. It provides librarians with powerful and empowering tools so as to maximise productivity in modern library environment.

The Unicorn Webcat provides a world wide web home page for the National Library, <http://202.123.28.124/uhtbin/webcat> , that easily guides users through the National Library's holdings. The National Library's Web based OPAC provides a simple, easy and user friendly tool for clients to quickly access the National Library's Catalogue on the Internet.

Library staff were given training on Unicorn by two trainers from SIRSI (UK). The bibliographical data input started in May 2004. As at June 2004, 11,518 bibliographical records have been entered. The public will be able to access the National Library Catalogue on the Internet very soon.

INTERNATIONAL STANDARD SERIAL NUMBER (ISSN)

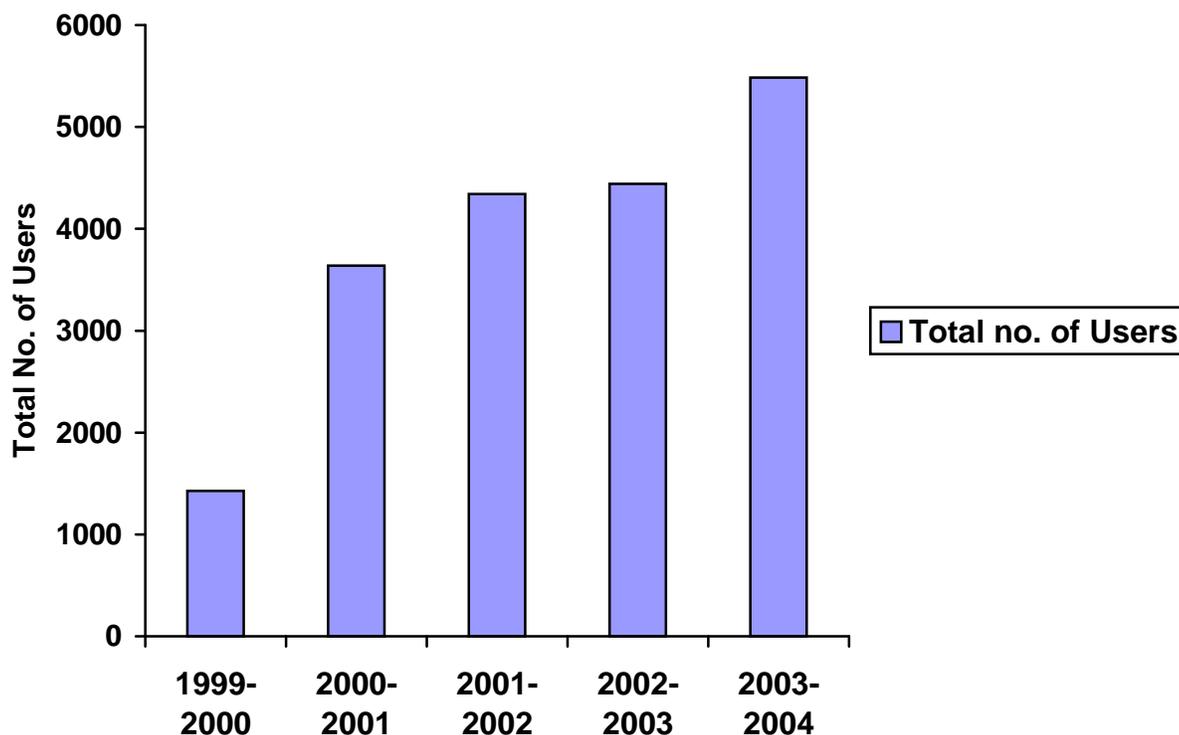
The National Library hosts the International Standard Serial Number (ISSN) Agency. The ISSN is an international code to serial publications, which include periodicals, newspapers, annual reports, yearbooks, directories, journals, series, memoirs, proceedings, transactions of societies, etc. ISSN is applicable to the whole population of serials, whether past, present or to be published in the foreseeable future. During the year, ISSN numbers were allocated to four serial publications.

SERVING OUR CUSTOMERS

The National Library is a customer-oriented organisation and it aims at providing quality service to its customers. In line with the current *Strategic Plan 2003-2005*, the National Library has published the *Customer Charter*. It chalks out explicitly what customers can expect from the National Library in terms of information.

For the period under review, the number of users availing themselves of the services of the Search Room was **5,485**, representing an increase of 23.4% over the previous year.

It is to be noted that since its opening in January 2000, **22,305** information seekers have been serviced by the National Library.

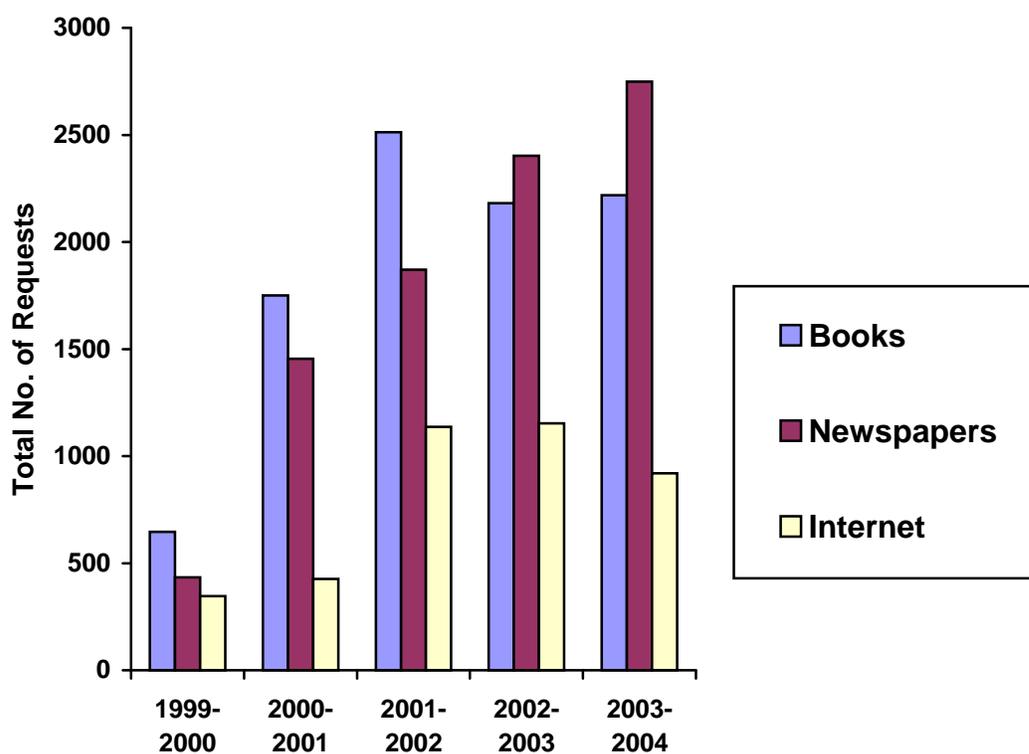


The number of search requests continued to increase and for the year 2003-2004, **9,141** requests were received as follows:

SEARCH ROOM SERVICES

S/N	Requests for References Services	
1	Requests for Books	2,218
2	Requests for Newspapers	2,749
3	Requests for use of Internet	920
4	Request for Audio-Visual Materials	7
5	Requests for Photocopies	2,827
6	Requests by phone	369
7	Requests by Mail and E-mail (Overseas)	34
8	Requests by Mail and E-mail (Local)	17
TOTAL NUMBER OF REQUESTS		9,141

The number of requests for the last five years is given below:



During the year under review, the Library processed fax, mail and e-mail requests received from overseas and local users as follows:

NATURE OF REQUESTS RECEIVED FROM LOCAL USERS

S/N	Nature of Requests
1.	Copy of Government Notice
2.	Request for music scores
3.	Relevant visual materials on the visits of famous navigators Mathew Flinders and Nicholas Baudin to Mauritius
4.	Details i.c.w the publication ' <i>Mauritius – Democracy and Development in the Indian Ocean-Westview</i> '
5.	Copy of publication ' <i>Blue Print on Sugar Factories</i> '
6.	Information on Mauritius relating to its history, traditions, festivals, etc.
7.	Information on books written by Charles Telfair
8.	Request for copy of Government Gazette
9.	Request for a complete set of ' <i>Mauritius Accounting Standard</i> '
10.	Price list of Acts
11.	Request for a set of photocopies of the press coverage of the Jeux des Iles 2003
12.	Request for a price list of books and periodicals
13.	Copy of Food Act 1998 and Food Regulation Government Notice 1999
14.	Request for a copy of regulations regarding importation of reconditioned vehicles
15.	Bibliographical research
16.	Request for a list of books on Mauritius in particular on the history of Mauritius
17.	Press cuttings on Ministry of Social Security

NATURE OF REQUESTS RECEIVED FROM OVERSEAS USERS

S/N	Nature of Requests
1	Photocopies from publication ' <i>La Revue Rétrospective de l'Ile Maurice</i> '
2	Genealogical search
3	Request for a picture of the National Library of Mauritius
4	Information on academia and research
5	Request for photos, postcards or pictures of islands Agalega, St. Brandon and Chagos Archipelago

S/N	Nature of Requests
6	Copy of book ' <i>vingt jolies histoires de Monsieur de la Fontaine</i> ' par Mons. Le Juge de Segrais
7	Bibliographical search on the book ' <i>Cathéchisme de l'Église du Seigneur</i> ' by T.R.Bugnoin
8	Publication on Mauritius Customs Tariff and Regulations
9	Articles in local newspapers for the months November and December 1839 and January 1840 and to check passenger lists for vessels departing Mauritius for London during same period
10	Publications by mauritian authors
11	Photocopies from book ' <i>Histoire Politique de l'Ile de France</i> '
12	List of his books which we already have in our collection
13	Request to confirm if we have the book ' <i>Renseignement pour servir l'histoire de l'Ile de France</i> ' by Adrien d'Epinau in our collection
14	List of French governors of ' <i>l'Ile de France</i> ' up to 1810
15	Request to check if Mr J. Dempster is listed as a departing passenger on the vessel ' <i>Saladin</i> ' which sailed from Mauritius for London about 6 th December, 1839
16	Library guidelines/rules
17	Copy of the laws governing adoption in Mauritius
18	Recherche de la documentation iconographique
19	Request for a collection of short stories written by a Mauritian writer of Indian origin
20	Request to help with Creole
21	Query on newspaper records
22	Journaux historiques de l'Ile Maurice
23	Information on the book <i>Retriangulation of Mauritius</i> by V.E.H.Sanceau
24	Request for information on Mauritian literature
25	Information from <i>Mauritius Almanac</i> of 1891
26	Details of court proceedings on Constance Couronne
27	Request for selected Mauritian short stories
28	Information on Royal Navy archives

NATIONAL BIBLIOGRAPHY OF MAURITIUS

Consistent with its statutory responsibility, the National Library compiles the current '**National Bibliography of Mauritius**' every year. The object of the current National Bibliography is to list every new work printed and published in and on Mauritius, to describe it in detail and give its bibliographical data and subject matter as precisely as possible. The National Bibliography is considered as a useful information tool, which gives access to the National Library's Mauritiana Collection. It contains works printed in Mauritius during that period and deposited at the National Library, under the Legal Deposit Regulations and also those acquired through other sources. It includes books, society newsletters, government publications, current serials, reports, company accounts and reports, school magazines and newspapers. The current '**National Bibliography of Mauritius**' for the years 2001 to 2003 is under press and will be published soon.

THE CATALOGUING IN PUBLICATION PROGRAMME

The Cataloguing-in-Publication (CIP) is a free service offered by the National Library to local printers, publishers and authors since 2001. It involves the preparation of a cataloguing entry for a book before the book is published. The CIP entry, which is derived from information supplied to the National Library by printers, publishers and authors, appears in the printed book. The CIP programme is available for all new, revised or reprinted books published in Mauritius. It aims at the standardisation of cataloguing and classification of Mauritiana books and is a helpful tool for librarians and cataloguers. The National Library prepared 24 CIP from 1st July 2003 to 30th June 2004.

NATIONAL UNION CATALOGUE

In line with its Strategic Plan 2003-2005, the National Library has started compiling the National Union Catalogue (NUC) a master catalogue of Mauritiana library materials from several academic, public and special libraries in Mauritius.

This Union Catalogue, the first of its kind in Mauritius, will be used as a tool for library resource sharing, that is, inter-library loan, for the benefit of information seekers. To date, 585 entries have been inputted in the NUC database.

THE STAFF

Staff Confirmed

Mrs Shanti Harree, Library Attendant – 1st December 2003

Staff Appointed

Mr Eddy Latchmun, Binder – 1st July 2003

Mr Lai Cheong King Desiré Laval Teddy Mike, Library Officer – 1st July 2003

Mrs Veena Suggoona, Library Officer – 11th August, 2003

Miss Vandhana Bissessur, Library Officer – 16th October 2003

Miss Bibi Nasseembee Peerbucus, Library Officer – 17th October 2003

Staff on leave without pay

Mrs Bhumika Seetul, Library Clerk as from 29th June 2003.

Resignation

Mrs Maya Dookhee, Clerk/Word Processing Operator as from 11th February, 2004

Miss Nanda Khoody, Library Clerk as from 29th June 2004.

Mr Nazir Rahman, Library Clerk as from 29th June 2004.

TRAINING FACILITIES AND WORKSHOPS

(i) Overseas

Mr Jayen Ramsamy, Library Officer, attended a workshop on United Nations Documentations Overview and Research Options on the United Nations Website from 30th July to 01st August 2003 in Pretoria, South Africa.

Mrs C. D. Sahadew, Library Officer, participated in a 5 days workshop on the Preservation of African Documentary Heritage from 27th to 31st October 2003 in Cape Town, South Africa.

Mr I. Ramjaun, Librarian, attended the IFLA/OCLC Fellowship Programme from 3rd to 28th May, 2004 in Ohio, USA.

(ii) Local

Mr M. Mathoorasing, Accounts Officer, and Mrs S. Appadoo, Clerk/Word Processing Operator, attended training in Pension Business on 3rd and 4th February 2004, at SICOM.

Mrs Chantal Henry, Clerk/Word Processing Operator, attended a 3-day seminar on Occupational Safety and Health from 1st to 3rd June, 2004 at the Ministry of Labour, Industrial Relations and Employment.

Mr D. Jodhun, Office Supervisor, participated in an Internal Audit Course organised by the Mauritius Standards Bureau, in collaboration with the British Standards Institution on 17th and 18th June, 2004 at La Pirogue Hotel, Flic-en-Flac.

Miss Renuka Hoomala, from **La Commission de l'Océan Indien** was offered training in Librarianship for a period of two months as from 11th May, 2004.

Workshop organised at the National Library

In line with its policy to provide continuing professional development in librarianship, the National Library organised a talk on *Best Practices in Reference Service* delivered by Mrs Shyamla Balgopal, Reference Librarian, University of Illinois, Urbana Champaign, USA on Friday 16th January, 2004 at 14.30 hours. Librarians of various organisations, BALIS graduates and National Library staff benefited from the above.

Sponsorship of National Library staff under the Staff Development Plan

During the year under review, Mr Mahen Mathoorasing, Accounts Officer, followed a Diploma Course in Public Sector Financial Management course at the University of Technology, Mauritius.

University students on placement at the National Library

Four students from the University of Mauritius namely, Marie Collet, Devi Tiwari, Sharon Gunoury and Sadjeda Sassa were on placement for two months each as from May 2004 at the National Library.

Five students from the University of Technology, Mauritius namely Monica Deol, Vikash Fokeerah, Sudhir Bedaysee, Yooshmatee Dookan and Mudhoo Kallee were on placement as from June 2004 at the National Library.

Skills Development Programme for unemployed graduates

The National Library participated in the Programme of the Government to give training to unemployed graduates by receiving Ms Mira Goorah from 3rd November, 2003 to 31st December, 2003 and Mr Khervin Dindoyal from 15th March, 2004 to September 2004.

CORPORATE MATTERS

PARTICIPATION OF NATIONAL LIBRARY

The National participated in the Exhibition '*Baudin-Flinders: Travel, Discoveries, Encounter*' organised by the Mauritius Museums Council in September 2003 at the Naval Museum, Mahebourg.

The National Library participated in the African Writer's Day, organised by the Nelson Mandela Centre for African Culture from 7th to 11th November 2003, by mounting an exhibition on mauritian authors at the Town Hall of the Municipality of Curepipe.

The National Library also participated in the Excellent Customer Service Award in the public Service 2003 organised by the Ministry of Civil Service Affairs and Administrative Reforms in collaboration with the Mauritian Quality Institute.

MEETINGS AND COMMITTEES

The Director attended official Meetings and Committees during the period under review held by the following bodies:

Mauritius Council of Registered Librarians (Chairman)

Association of professional librarians (President)

President's Fund for creative writing in English (Member)

National Archives Advisory Council (Member)

Public Records Appraisal Committee (Member)

Editorial Committee – Ministry of Arts and Culture

National Committee on the Slave Route

Think-Tank Committee of the Ministry of Arts and Culture

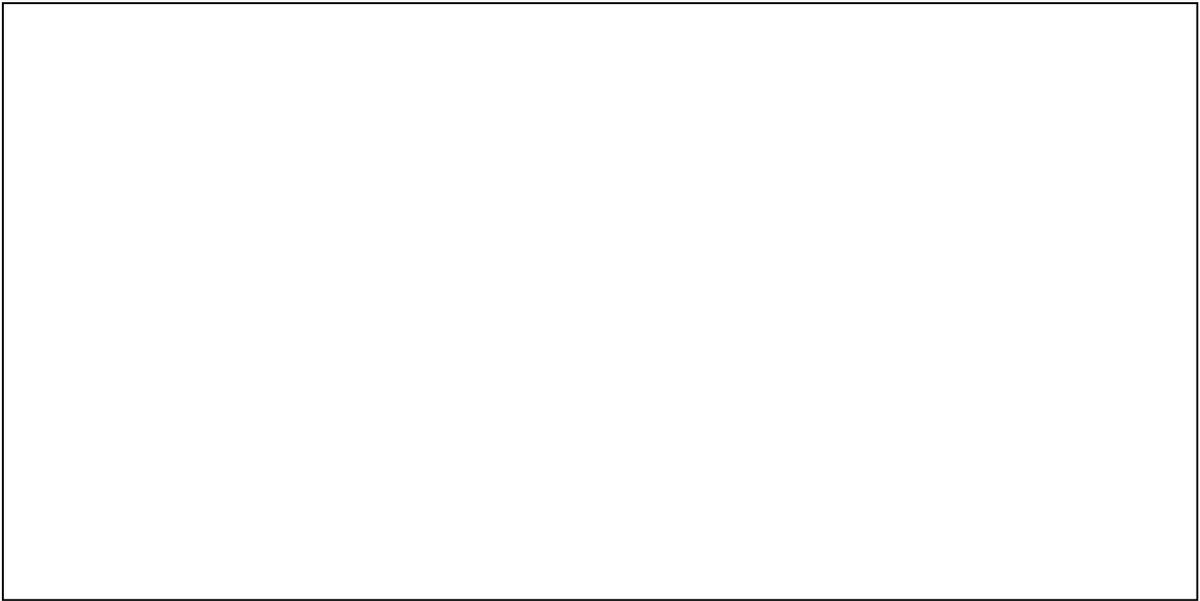
Newsletter Editorial Committee – Ministry of Civil Service Affairs and Administrative Reform

Encounter 2002: Follow up celebrations in Mauritius – Sep / Nov 03

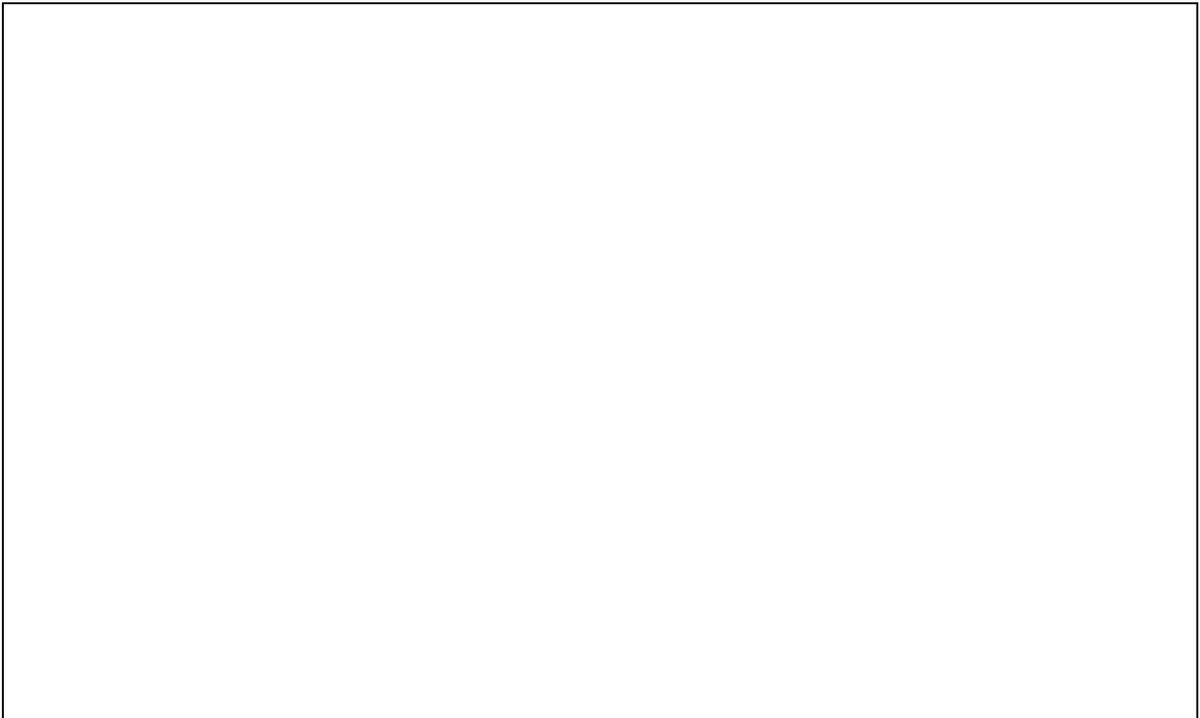
SADC Creators and Performers' Day

Advisory Committee on Aapravasi Ghat Trust Fund

International Day for African Writers



Distribution of books and school kits in Rodrigues



Training for staff in *Library Management System*

LOCAL SEMINARS AND CONFERENCES

The Director attended the following :

- Launching of Oracle Database 10g at le Labourdonnais Hotel, Caudan, Port Louis
- Workshop with the delegation of CRESOI, University of Réunion at the Centre Culturel Mauricien
- Talk on *Creating highly performing organizations* organised by NPCC
- Conference on Oracle AppsDay *Reducing Costs and Improving Efficiencies*
- Presentation on *Improving productivity within your organization through better knowledge management* by NPCC

MISSIONS ABROAD

Mission to Rodrigues

In the context of the *Promotion of Reading* project, initiated by the Vice-President of the Republic of Mauritius, the Director was on mission in Rodrigues on 24th September, 2003 in view of the Donation Ceremony of 13,518 books and 4,200 school kits to primary and secondary schools, the public library and the CLACs of Rodrigues.

The Vice-President of the Republic of Mauritius, in the presence of the Island Chief Commissioner, the US Ambassador and the Island Chief Executive, was the Chief Guest for the Donation Ceremony. An exhibition on '**National Libraries of the World**' mounted by the Director was also organised on that occasion.

Mission to China

In the context of the Cultural Exchange Programme 2001/2003, between the Republic of Mauritius and the People's Republic of China, the Chairman and the Director were on mission in the People's Republic of China from 11th to 21st October, 2003.

Official meetings were held in Beijing with the Vice Chief of the Bureau of Social Culture and Libraries of the Ministry of Culture and with high officials of the National Library of China, for mutual cooperation and technical assistance in the field of library.

The Chairman and the Director also visited the Library of Peking University, which owns a collection of more than 5.3 million copies of books and has become the owner of the first rate collection of books worldwide.

In Shanghai, the Chairman and the Director visited the Public Library of Shanghai, and had discussions with the Director of the Public Library of Shanghai on matters of cooperation between the two institutions. A meeting with officials of the South China Normal University Library, was also held with a view to develop working relationships with the Library.

In Guangzhou, the Chairman and the Director discussed with the Vice-Director of the Sun Yat Sen Public Library and they had the opportunity to visit the library also.

The small delegation also had a fruitful discussion with the Vice-Division Chief for External Cultural Relations of the Guangzhou province.

The Director had also a guided tour at the National Library of Singapore on 28th October, 2003, with a view to acquire an indepth of the architechtural design of the library and for areas of cooperation.

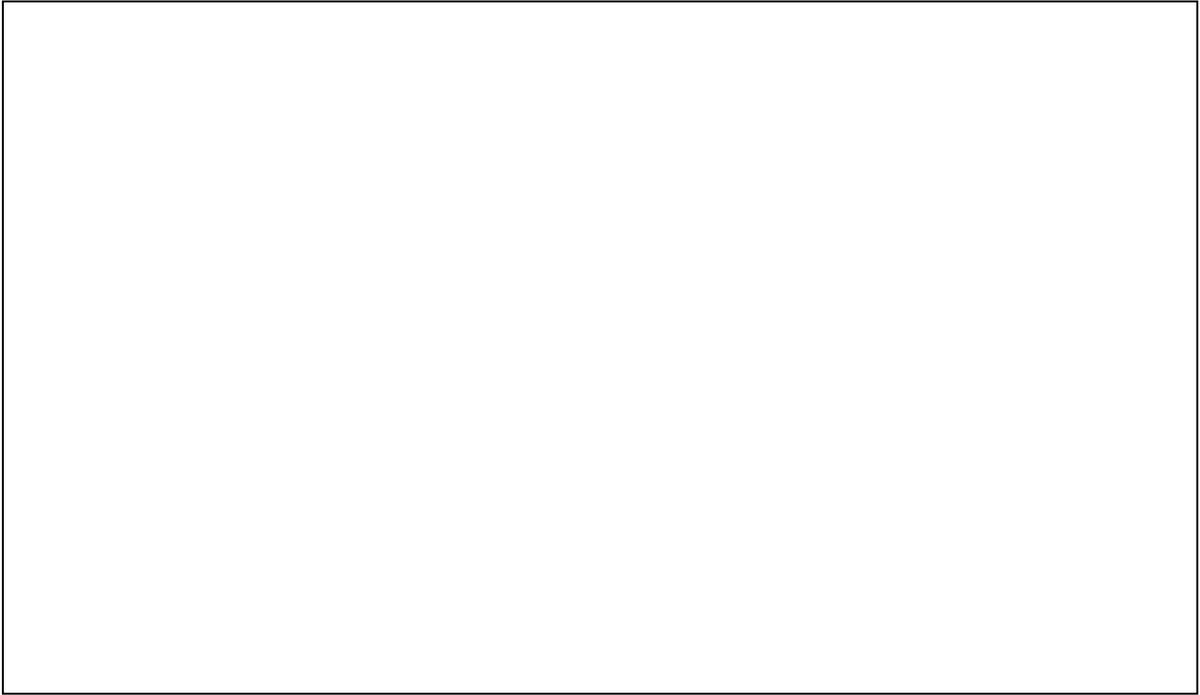
Mission to Geneva

The Director participated in the IFLA Pre-World Summit Conference on Libraries held in Geneva from 2nd to 4th November 2003.

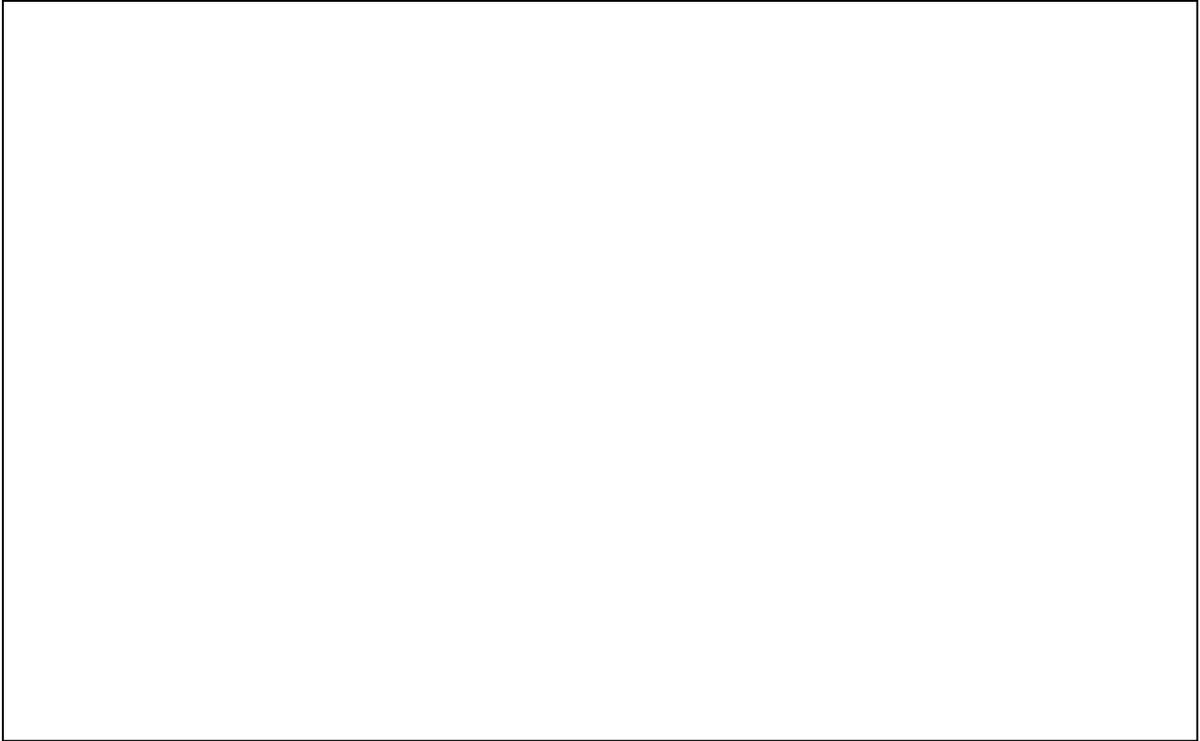
The Summit is a follow up of IFLA precedent Preparatory Committees concerning libraries, and it is a consultative meeting whereby librarians world wide identify actions for implementation in view of the **World Summit on Information Society**.

The Director participated in the librarians Round Table (Anglophone Africa) to review the draft **Declaration of Principles** and the draft **Action Plan**, and to describe the library environment in each country.

The First Secretary of the UN Permanent Mission of Mauritius in Geneva was the Mauritian delegate who participated, together with the Director of the National Library, in the meeting between IFLA and UN member states' delegates on the Action Plan.



**Director and Chairman (middle) visiting the Department of
Social Culture in China**



**Courtesy call on Mrs Yan Xiangdong, Director,
National Library of China**

VISITORS TO THE NATIONAL LIBRARY

Mrs Kikko Maeyama, Depository Libraries Officer, United Nations, visited the National Library for the inspection of the National Library's United Nations collection on Tuesday 20th April 2004.

The object of her visit was to see whether the United Nations Publications that the National Library received from the United Nations Depository Library are well maintained and accessible to the public. She was pleased to see that UN collection deposited at the National Library was well maintained and was easily accessible to every customer.

The following personalities also visited the National Library:

- Mrs Jan Patridge and Mrs Jenni Woodroffe from Curtin University of Technology, Western Australia visited the National Library on 30 June 2003
- UCLA delegates on 19th August 2003
- Professor Françoise Lionel from France on 22nd August 2003
- Mrs Zhu Yueqin, Director, China Cultural Centre in Mauritius, on 27th August 2003
- Mrs Bisa Williams, Chargé d'Affaires, US Embassy on 06th October 2003
- Dr M. Harisson, Public Affairs Officer, US Embassy on 12th December 2003

REPORT OF THE DIRECTOR OF AUDIT TO THE CHAIRPERSON OF THE NATIONAL LIBRARY

I have audited the accompanying balance sheet of the National Library as of 30 June 2004, and the related statements of income, and cash flows for the year then ended. These financial statements are the responsibility of the Board. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with International Standards on Auditing. Those Standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

Audit Opinion

In my opinion, the financial statements give a true and fair view of the state of affairs of the National Library as of 30 June 2004, and of its income and expenditure for the year then ended and comply with the Statutory Bodies (Accounts and Audit) Act 1972.

(R. JUGURNATH)
Director of Audit

National Audit Office
Level 14
Air Mauritius Centre
PORT LOUIS
26 October 2004

NATIONAL LIBRARY
FINANCIAL STATEMENTS

*F*OR *T*HE *F*INANCIAL *Y*EAR

1ST JULY 2003

TO

30TH JUNE 2004

1st & 2nd Floor
Fon Sing Building
12, Edith Cavell Street
Port -Louis

Tel No: 210 -7121/211 -9892

Fax No: 210 -7173

E-Mail: natlib@intnet.mu

Website – http://ncb.intnet.mu/nli_brary/index.htm

September 2004

NATIONAL LIBRARY

BALANCE SHEET AS AT 30 JUNE 2004

	Notes	Rs	2003/2004 Rs	Rs	2002/2003 Rs
FIXED ASSETS	2.0		5,111,347		4,658,956
CURRENT ASSETS					
Cash in hand and at bank	3.0	682,738		1,921,080	
Debtors & Prepayments		68,264		54,825	
		<u>751,002</u>		<u>1,975,905</u>	
LESS CURRENT LIABILITIES					
Creditors and Accruals		' (480,217)		(169,484)	
Net Current Assets			<u>270,785</u>		<u>1,806,421</u>
			<u>5,382,132</u>		<u>6,465,377</u>
Financed by:					
Fund as at 1st July 2003		1,048,005		1,477,833	
Less Surplus of Expenditure over Income		<u>(1,057,118)</u>		(429,828)	
			' (9,113)		1,048,005
Add Surplus of income over Expenditure					
Capital Grant	8.0		<u>5,391,245</u>		<u>5,417,372</u>
			<u>5,382,132</u>		<u>6,465,377</u>

.....
 Chairman
 Dr R. S. Lutchmeah

.....
 Director
 C. K. C. Chan Kam Lon

Date:

The notes on pages 4-6 form part of these accounts

NATIONAL LIBRARY

Income and Expenditure Account for the year ended 30 June 2004

	Notes	2003/2004 Rs	2002/2003 Rs
INCOME			
Revenue Grant	6.0	8,355,027	7,288,104
Deferred Income		2,076,845	1,591,362
Income	7.0	198,245	315,559
		10,630,117	9,195,025
EXPENDITURE			
Staff Costs	4.0	5,098,172	3,978,693
Other Operating Costs	5.0	4,512,218	4,054,798
Depreciation of Assets	2.2	2,076,845	1,591,362
		11,687,235	9,624,853
Surplus of Expenditure over Income		1,057,118	429,828

NATIONAL LIBRARY

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2004

Operating Activities	2003/2004		2002/2003	
	Rs	Rs	Rs	Rs
Deficit for the year	(1,057,118)		(429,828)	
<i>Add depreciation for the year</i>	2,076,845		1,591,632	
<i>Less Deferred Income</i>	(2,076,845)		(1,591,632)	
Debtors (Increase)/Decrease	(13,439)		(6,329)	
Creditors (Decrease)/Increase	<u>310,733</u>		<u>55,408</u>	
Net Cash Flow from Operating Activities		(759,824)		(380,749)
Investing Activities				
Acquisition of fixed assets		(2,529,236)		(2,073,144)
Financing Activities				
Grant received	1,488,734		1,893,966	
<i>Add transfer from Recurrent to Capital</i>	<u>561,984</u>		<u>211,896</u>	
		2,050,718		2,105,862
Cash in hand and at bank at 01 July 2003		1,921,080		2,269,111
Net Cash and Cash Equivalent		<u>682,738</u>		<u>1,921,080</u>

NATIONAL LIBRARY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2004

1.0 ACCOUNTING POLICIES

1.1 The financial statements have been prepared in accordance with the historical cost convention and accrual basis. The main policies which have been adopted within that convention are set out below.

1.2 **Depreciation of Fixed Assets:** Depreciation of Fixed Assets have been provided on the straight-line method at the following rates so as to write off the costs of the fixed assets over their expected useful economic lives. One full year depreciation has been provided on fixed assets acquired during the year.

Fixed Assets	Expected Useful life (Yrs)	Rates of Depreciation Per Annum
Office Equipment	5	20%
Office Furniture	10	10%
Books for Library	10	10%
Motor Vehicle	5	20%

2.0 FIXED ASSETS

	Office Equipment Rs	Office Furniture Rs	Motor Vehicle Rs	Books for Library * Rs	Total Rs
2.1 Cost					
Op. Balance 01/07/03	5,905,494	925,042	1,487,732	202,128	8,520,396
Acquisition during year	2,325,597	160,793	0	42,846	2,529,236
Total (A)	8,231,091	1,085,835	1,487,732	244,974	11,049,632

2.2 Depreciation

Op. Balance 01/07/03	2,438,918	290,151	1,083,780	48,591	3,861,440
Charge for the year	1,646,218	108,584	297,546	24,497	2,076,845
Total (B)	4,085,136	398,735	1,381,326	73,088	5,938,285

2.3 Net Book Value (A - B)	4,145,955	687,100	106,406	171,886	5,111,347
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* Amount excludes books, periodicals and newspapers received from other institutions/ donors and are being properly recorded in the accession register.

NATIONAL LIBRARY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2004

3.0 CASH AT BANK AND IN HAND AS AT 30/06/2004

	Rs
Savings Account	77,846
Current Account	603,683
Petty Cash	1,209
TOTAL	682,738

4.0 STAFF COSTS

Salaries	3,545,470
Allowances	61,470
Travelling	312,416
Petrol Allowance	57,600
National Pension Scheme	88,665
Civil Service Family Protection Scheme	1,770
Family Protection Scheme	55,402
Pension SICOM	447,576
Overtime	22,692
Uniform allowance	21,800
End of year bonus	279,476
Passage benefits	57,079
Special Allowance	40,932
Refund of Unutilised Sick Leave	69,724
Staff Development Training and Welfare	30,100
Subscription fees	6,000
	5,098,172

NATIONAL LIBRARY

Notes to the Accounts for the year ended 30 June 2004

	Rs	Rs
5.0 OTHER OPERATIONAL COSTS		
Board and Committee Fees		233,840
Telephone		239,508
Electricity		221,432
Rent		2,289,088
Printing & stationery		301,056
Office expenses		75,041
Repairs & maintenance		71,101
Advertisement		35,719
Hospitality and ceremonial		34,789
Cleaning materials/services		23,264
Bank charges		3,381
Postages		18,295
Computer expenses		52,368
Overseas Passages/Allowances		327,223
Laminating materials		198,580
Microfilm Materials		113,460
International Subscription/Contribution		25,483
Insurance on Equipment/furniture		26,684
Audit Fees		25,000
Publications		43,125
Remittance to Mauritian authors		15,375
General expenses		29,397
Cost of running vehicles		109,009
		4,512,218
6.0 REVENUE GRANT		
Government of Mauritius	8,917,011	
Less Grant used for Capital purposes	(561,984)	
		8,355,027
7.0 INCOME		
Sale of Publications (National Library)	4,435	
Sale of Publications (Mauritian authors)	15,375	
Sundry receipts	178,435	
		198,245
8.0 CAPITAL GRANT		
Opening Balance as at 01 July 2003	5,417,372	
Government of Mauritius	1,488,734	
Grant used for Capital purposes	561,984	
	7,468,090	
Less Transfer to Revenue Grant	(2,076,845)	
		5,391,245
9.0 The National Library Staff Pension Fund managed by SICOM Ltd was Rs 3,180,774 at 30 June 2004 as per draft statement of fund.		

