

# NATIONAL LIBRARY (Republic of Mauritius)



## ***ANNUAL REPORT 2013***





# NATIONAL LIBRARY

(Republic of Mauritius)



RF. No. 062  
MS ISO. 9001:2008

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## *OUR VISION*

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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*

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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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**CHAIRPERSON'S FOREWORD**  
by  
*Mrs S. Kistamah, Chairperson, National Library Board*

It gives me immense pleasure once again to present the Annual Report of the National Library for the year 2013. Despite budgetary constraints, we have been able to pursue our mission of promoting reading with the collaboration of our stakeholders. We have successfully celebrated the World Book Day 2013 in Mauritius and in Rodrigues and in the same context a Round Table was organized.

In an effort to continuously improve the services of the National Library, our pledge should be to put the users at the centre of everything we do. We need to be driven by Service Value Commitment and enhance our performance in a view to improve efficiency. The accomplishments of the year under review are the result of the hard work and dedication of the employees. The National Library Board will continue to support the employees with more on-the-job training and professional development.

I would like to take this opportunity to thank the Director and Staff of the National Library and all stakeholders for their support over the last year. My thanks go also to Board Members for their commitment and dedication and to the Ministry of Arts & Culture.

I look forward to the year ahead with all its new challenges.

*S. Kistamah (Mrs)*  
*Chairperson*  
*National Library Board*



*REVIEW OF THE YEAR*  
by  
*Mrs T. K. Ramnauth, Director, National Library*

I am pleased to present this Annual Report 2013 which describes a year of substantial progress in defining, coordinating and delivering services to improve public knowledge and users accessibility. Year 2013 has experienced three basic improvements in our organization: raising public awareness of our services and closer contact with our customers; upgrading our website, enhancing our online collection, and, thirdly, strengthening collaboration and team spirit among the staff. We have also organized, despite our very limited budget, several educational activities such as World Book Day, Round Table, Book donation, Exhibitions, talks and so on. Our improved ability to provide users with the information they need quickly, accurately and efficiently is reflected in our customer feedback survey.

While I am very proud of what the National Library achieved in 2013, I must recognize that these are the results of activities of my entire staff for their commitment and co-operation over the twelve months. I would also like to thank the Chairperson for her guidance, leadership and support in the development of the National Library and for her encouragement in staff development. Another key partner in the significant development of the National Library is the Ministry of Arts and Culture, without whose support, the National Library could not have operated efficiently.

*T. K. Ramnauth(Mrs)*  
*Director*

# THE NATIONAL LIBRARY BOARD

## Chairperson

Mrs Soonita Kistamah

## Members

*Representative of the Ministry of Education and Human Resources*

Mrs Dahmiantee Beeharry-Panray (as from September 2012)

*Representative of the Ministry of Arts and Culture*

Mrs Chentabye Ramah (as from March 2012)

*Representative of the Ministry of Finance and Economic Development*

Mr Ajay Ramdhany (From November 2011 to September 2013)

Mrs Priyasy Bhantooa (as from October 2013)

*Director of the National Archives*

Ms Diana Bablee, Ag. Director (as from March 2013)

*Head of the Library Cadre*

Mrs Vandana Hauroo (as from March 2013)

*Representative of an Academic Library*

Mr Ishwarduth Dassyne (as from March 2012)

*Representative of a Public Library*

Mrs Mee Line Young Liu Yew Fai (as from March 2012)

*Representative of a Special Library*

Mrs Shantee Mungra (as from April 2007)

*Representative of Association of District Councils*

Mrs Artee Gooljar (From January to October 2013)

Mr Muhammad Sulaiman Doman (as from December 2013)



### **Finance and Audit Committee**

1. Mrs Toolsee Kreetee Ramnauth
2. Mr Ajay Ramdhany (act as Chairman until September 2013)
3. Mr Ishwarduth Dassyne
4. Mrs Mee Line Young Liu Yew Fai (act as Chairperson as from October 2013)
5. Mrs Priyasy Bhantooa (as from October 2013)

### **Appointment Committee**

1. Mrs Toolsee Kreetee Ramnauth
2. Mrs Chentabye Ramah (act as Chairperson)
3. Ms Diana Bablee
4. Mrs Shantee Mungra

# 1. *PLANNING AND DEVELOPMENT*



RF. No. 062  
MS ISO. 9001:2008

## *1.1 ISO 9001:2008 Quality Management System*

In December 2010, the National Library adopted the new ISO 9001:2008 standard. Guided by the ISO philosophy, delivering a quality service has become the responsibility of all staff of the National Library. The benefits include increased customer satisfaction and confidence, improved operational efficiency and effectiveness, greater staff motivation, a strong quality culture, clearly defined procedures and processes and enhanced internal and external communication.

During the period under review, internal audit exercises were carried out regularly to ensure continual improvement of the service at all levels. The Mauritius Standards Bureau carried out a second Re-certification Audit on 20<sup>th</sup> December, 2013, to ensure that the quality management system is operating in line with the specified objectives and policies. All minor non-conformities identified were corrected and the corrective action plan was submitted to the Mauritius Standards Bureau for approval and recommendation.

## *1.2 Customer Focus*

Evaluating and achieving customer satisfaction is an integral part of the National Library ISO 9001:2008 Quality Management System. The National Library provides for effective communication tools to improve the quality of the services and ensure customer satisfaction. In pursuance of this objective, Customer Suggestion Form and Customer Complaint Form have been made available in the Search Room for customers' use and feedback. The National Library carries out customer satisfaction surveys every year.

## *1.3 Customer Complaints*

During the year under review, the National Library received four complaints relating to the unavailability of newspapers and power failure in the Search Room. All these complaints have been attended to and customers informed accordingly.

### ***1.4 Customer Suggestions***

The National Library received one suggestion regarding the lamination of newspapers for preservation. However, the National Library is already having recourse to binding and microfilming techniques for the preservation of newspapers.

### ***1.5 Customer Satisfaction Survey***

A Customer Satisfaction Survey was conducted during the months of October and November 2013. Sixty questionnaires were distributed to library users and the simple stratified random sampling technique was used covering all the main customer groups of the National Library, namely, the general public, researchers, students and foreigners. In general, the customers were satisfied with the services and facilities offered by the National Library. However, around 50% of respondents made comments and suggestions to enhance the service quality. The suggestions made included issues such as extension of opening hours, improving the speed of Internet, Wi-Fi connection in the Search Room, provision of printing facilities, additional toilet facilities and upgrading of computers. Management has considered all these suggestions, but due to severe financial constraints, it has not been possible to implement them.

## 2. NATIONAL LIBRARY MANDATES

### 2.1 *Cataloguing-In-Publication (CIP)*

The Cataloguing-in-publication (CIP) is a free service offered to local printers/publishers and authors since 2001. This service is meant to ensure standardization of cataloguing data for every new book published in Mauritius. Ultimately every library which acquires a locally published new book will also have a catalogue record already inserted in the title page of the book. This record, containing essential bibliographic description of the book in a standard manner helps in achieving consistency and uniformity in cataloguing works in all libraries in Mauritius. In many countries of the world, national libraries offer similar services. The National Library has been working in close collaboration with printers and publishers to achieve such standardization of cataloguing data for locally published books. For the year under review, twenty three requests for CIP data were received and processed by the National Library.

### 2.2 *National Bibliography of Mauritius*

The compilation and publication of national bibliographies is one of the statutory objectives of the National Library. Such bibliographies are authoritative tools to keep track of the literary output of the country. The mechanism set in place by the National Library ensures not only the recording of the publishing activity of the country but also the bibliographic control of all the multimedia production in the country.

During the year 2013, besides the compilation of the national bibliography for the period under review, compiled bibliographies for previous years, namely for the years 2007-2011 have also been edited.

### *2.3 National Union Catalogue (NUC)*

The National Union Catalogue is a unified catalogue of Mauritian materials held by twelve major libraries in Mauritius. It is an indispensable element of library cooperation in Mauritius and primarily intended to facilitate inter-library lending and other forms of resource sharing. It is also a useful database for information seekers and researchers as they can browse the NUC to identify libraries holding specific Mauritian materials before physically visiting each library. Participating libraries in this programme are:

1. The National Library of Mauritius
2. The City Library
3. The Olof Palme Library
4. The Simone de Beauvoir Library
5. The Carnegie Library
6. The Mahatma Gandhi Institute Library
7. The National Resource Centre, Open University of Mauritius
8. The Police Library
9. The Mediathèque Centre, Institut Français de Maurice
10. The University of Technology of Mauritius Library
11. The Malcom de Chazal Public Library
12. The Knowledge Centre, Entreprise Mauritius

The NUC is accessible via the website of the National Library at <http://national-library.gov.mu>. The National Library is responsible for the maintenance and updating of the NUC. For the period under review, 3,500 bibliographical records have been added to the NUC database. The total number of records currently available in the NUC amounts to 74,614.

### *2.4 Union List of Periodicals*

The Union list of Periodicals is an online database listing all periodicals subscribed in major libraries in Mauritius. The database is accessible through the website of the National Library and provides bibliographical details of the periodicals, their location and the period during which

they are held. The National Library is responsible for the maintenance and updating of the Union List of Periodicals. The libraries participating in this project are :

1. The University of Mauritius Library
2. The Ministry of Agro- Industry and Food Security
3. The University of Technology of Mauritius
4. The Open University of Mauritius
5. The Knowledge Centre of Enterprise Mauritius
6. The Mauritius Meteorological Services Library
7. The Carnegie Library
8. The Ministry of Finance and Economic Development Library
9. The China Cultural Centre in Mauritius
10. The Grand Bay Public Library
11. The Olof Palme Library
12. The Documentation Unit of the Ministry of Arts and Culture
13. The National Library of Mauritius

## ***2.5 Computerisation***

The development and application of new technology has greatly changed the methods of offering library and information services. The demands and expectations of users have also changed. To further enhance its service delivery, the National Library has been implementing web-based library services such as Online Public Access Catalogue (OPAC), National Union Catalogue (NUC), Union List of Periodicals (ULP), access to online database such as Emerald, Ebsco and Windows on Shanghai E-Books and free Internet service.

## ***2.6 Online Public Access Catalogue(OPAC)***

The Online Public Access Catalogue (OPAC) allows customers to search our bibliographical database from any location on a 24/7 basis. All incoming library materials at the National Library, after undergoing technical processing, are systematically entered into the OPAC. The OPAC is accessible via the National Library website <http://national-library.gov.mu> and the database can be searched by word/phrase, author, title, subject, series, periodical title, date of publication, language, format or location. Customers can also refine their search by using

Boolean operators such as “and”, “or” and “not”. During the year under review, **3,312** bibliographical records have been added to the OPAC system. The total number of documents in the OPAC system amounted to **61, 286** as at 31 December 2013.

## ***2.7 International Standard Serial Number (ISSN)***

The National Library ISSN Centre which is part of the international ISSN Network has the responsibility to assign International Standard Serial Numbers (ISSN) to serials published in Mauritius and Rodrigues. The ISSN is a standard identifier for serials (e.g., journals, magazines, newsletters, newspapers, annuals) whether published in print, online or in other media. Each medium version is assigned a separate ISSN. Details of all serial titles registered by the Mauritian ISSN Agency are sent to the ISSN International Centre, Paris and these data are published in the ISSN Portal which then are accessible to all ISSN Centres.

During the year 2013, the ISSN Regional Centre received **21** applications for ISSN. During the year under review, more organisations and publishers were sensitized on the importance of ISSN for serial publications.

## ***2.8 Website***

During the year under the review the National Library website <http://national-library.gov.mu> was totally revamped. In March 2013, the website was successfully migrated to the new platform of the Government Online Centre. Users can now access important corporate information as well as all publications of the National Library online. Besides the provision of information relating to the various services, collections, news and events, new acquisitions, opening hours, rules and regulations, etc., of the National Library, users can also download application forms for ISSN and CIP. Access to web-based services such as Online Public Access Catalogue (OPAC), National Union Catalogue (NUC) and Union List of Periodicals (ULP) are available from the home page of the Library.

## ***2.9 Consultancy Service***

The National Library has been providing its expertise in Library and Information services free of charge to Ministries/Departments, parastatal bodies and also private firms in the setting up and re-organisation of their libraries and documentation centres.

During the year 2013, the Mauritius Telegu Cultural Centre Trust solicited the advice of the National Library for the setting up of its documentation centre.



### 3. ACQUISITION AND PROCESSING OF LIBRARY MATERIALS

#### 3.1 Holdings of the National Library

One of the main objective of the National Library is to acquire and build a comprehensive collection of library materials relating to Mauritius through the legal deposit system, donations or by purchase. Printers and producers are required to deposit six copies of every material printed or produced in Mauritius. During the year under review, the library received donations from the *Shanghai Library - China, International IDEA, Mo Ibrahim Foundation and the National Library of Korea*.

The holdings of the National Library as at 31<sup>st</sup> December 2013 were **494,715**. The total number of library materials acquired during the period 1<sup>st</sup> January 2013 to 31<sup>st</sup> December 2013 was **21,972**.

An overview is presented in the following table:

**Acquisitions 2013 (January-December)**

Library materials	Legal Deposit	Donation	Purchase	UN	IMF	World Bank	EU	Window of Shanghai	TOTAL
Books/ Monographs	1,815	179	37	52	24	01	63	436	2,607
Newspapers	12,410	-	-	-	-	-	-		12,410
Periodicals	4,677	261	-	18	05	14	93		5,068
Annual Reports	603	27	-		05	-	06		641
CD/CDROMS/ VCD/DVD	468	21	-		15	-	73		577
Stamps	11	06	-	-	-	-	-		17
Pamphlets	616	17	-	-	-	-	19		652
<b>TOTAL</b>	<b>20,600</b>	<b>511</b>	<b>37</b>	<b>70</b>	<b>49</b>	<b>15</b>	<b>254</b>	<b>436</b>	<b>21,972</b>

### ***3.2 Accessioning***

Accessioning is a process which consists of assigning an accession number to each acquired material and its recording in appropriate Accession Registers. During year under review, **4,105** library materials have been accessioned.

Details are shown in the table below:

Mauritiana	2,075
Reference (Non Mauritiana)	307
UN	87
IMF	39
EU	98
Stamps	18
Audio Visual Materials	1,045
Window of Shanghai Collection	436
<b>TOTAL</b>	<b>4,105</b>

### ***3.3 Audiovisual***

According to the National Library Act of 1996, every producer shall deposit free of charge six copies of every non-print material within 30 days from the day on which the non-print material (this includes microfilms, audio-cassettes, video-tapes, CD-ROMS, CD, VCD, DVD) is first offered for sale to the public. The NL has a unique collection of audiovisual materials. Since recent years, producers do no longer produce audiovisual materials in audio cassettes / video cassettes / vinyl formats.

For the year under review, **1,045** audiovisual materials were acquired and processed by the National Library.

### ***3.4 Classification and Cataloguing***

Classification and Cataloguing involve the technical processing of library materials. The technique of Classification ensures library that materials relating to the same subject are co-located at one specific place. At the National Library, the DDC 23<sup>rd</sup> edition is used to classify incoming materials to the Library.

Cataloguing is another process which provides full bibliographic description of each book which assist users in determining the relevance of the content of the book for their reference.

During the year under review, **3,312** library materials have been classified and catalogued.

### ***3.5 Microfilming***

Library materials deteriorate over time and microfilming remains one of the most reliable preservation methods. Microforms can last for up to a hundred years, if properly handled and kept, without undergoing any further deterioration.

The National Library has, in this sense, embarked on a microfilming project as regards to its retrospective newspapers. Newspapers are being regarded as primary sources of information and enclose much of our historical information.

For the year 2013, the newspaper *Le Mauricien* covering the period 1922 – 1956 was microfilmed.

### ***3.6 Binding Section***

Books, newspapers, magazines and other library materials that are damaged are being bound in order to prevent further deterioration. The table below summarises the total number of documents bound during the year 2013:

No. of books bound	847
No. of newspaper bound	152
No. of magazines and reports bound	532
No. of miscellaneous items bound	5,748
<b>Total items bound</b>	<b>7,279</b>

### *3.7 Indexing and Abstracting*

An indexing and abstracting service is a service that provides summaries of articles in documents for referencing. The primary objective of indexing and abstracting is to save the time of information seekers by enabling them to retrieve specific information in the shortest possible delay. A list of indexing terms partly based on the Library of Congress Subject Headings is being used as thesaurus.

During the year under review, indexes and summaries of articles were prepared for the following serial publications:

- Business Magazine (2013)
- Revi Kiltir Kreol (February 2007)
- L'Essor (1926)

The total number of indexes and abstracts prepared amounted to **797**. These data have been inputted into the Unicorn workflow and are searchable via the Online Public Access Catalogue on a 24/7 basis.

## 4. CUSTOMER SERVICE

### 4.1 Customer Service

In pursuance of its policy to understand customer expectations, and endeavour to meet these expectations by performing the correct task every time, the National Library has been offering a personalized free reference information service to its users and the general public at large.

During the period under review, the National Library has registered **7,033** customers. It is worth to note that since its opening in January 2000, the National Library has been offering library and information services to some **85,091** users.

### 4.2 Search Room Services

Requests for information represent a major line of activities of the National Library with individuals looking for books, newspapers, periodicals, audio-visual materials, photocopies and internet service.

An overview of the type and number of requests is illustrated in the table below:

S/N	Requests for Reference/Information Service	Number
1.	Requests for Books	2,022
2.	Requests for Newspapers and Periodicals	4,201
3.	Requests for the use of the Internet	1,006
4.	Requests for Audio-Visual materials	3
5.	Requests for Photocopies	1,228
6.	Requests for information by phone	27
7.	Requests for Information by mail and e-mail (overseas)	46
8.	Requests for Information by mail and e-mail (local)	30
	<b>TOTAL</b>	<b>8,563</b>

## 5. OUTREACH ACTIVITIES

### 5.1 International Book Fair - Confluences 2013

The National Library participated in the first International Book Fair from 7<sup>th</sup> to 10<sup>th</sup> March, 2013 at the Swami Vivekananda International Conference Centre, Pailles. On this occasion, the National Library in collaboration with the National Archives, the Carnegie Municipal Library and the Leoville l'Homme City Library staged an exhibition comprising of some 70 rare documents and manuscripts (dated back 1788) regarding voyages and history of Mauritius.

On Thursday 07 March, 2013, Mrs T. K. Ramnauth, Director of the National Library, participated in the Forum Confluences and debated on the theme “*Quelle bibliothèque pour demain*’.



*Dr The Hon. Dr Navinchandra Ramgoolam, GCSK, FRCP, Prime Minister of the Republic of Mauritius, visiting the stand of the National Library after the official opening of the International Book Fair, Confluences 2013*

## 5.2 *World Book Day Celebrations 2013*

In order to pay tribute to books and authors, to encourage reading and to foster renewed respect for the contribution of those who have furthered the social and cultural progress of humanity, the World Book and Copyright Day was proclaimed by UNESCO in 1995. In 2013, the National Library celebrated the World Book Day for the eleventh consecutive year in collaboration with its stakeholders. This event was also celebrated in Rodrigues.

The Organising Committee chaired by the Director of the National Library comprising of, among others, the Ministry of Arts and Culture, Parastatal Bodies, the Centre de Lecture Publique et d'Animation Culturel(CELPAC), the Mahatma Gandhi Institute, Non-Governmental Organisations, Embassies, Cultural Centres and book suppliers and some new members like Orange and Emtel, had held four meetings prior to the event. Help and support were sought from different Ministries, the Police, Early Childhood Care and Education Authority and some sponsors to make the event a big success. The local press and advertising agencies had also joined in this noble task of promoting reading among the Mauritian population.



*Opening Ceremony of the World Book Day by Hon. Mookhesswur Choonee, Minister of Arts and Culture, held on 25 April, 2013 at the Bagatelle Mall, Bagatelle.*

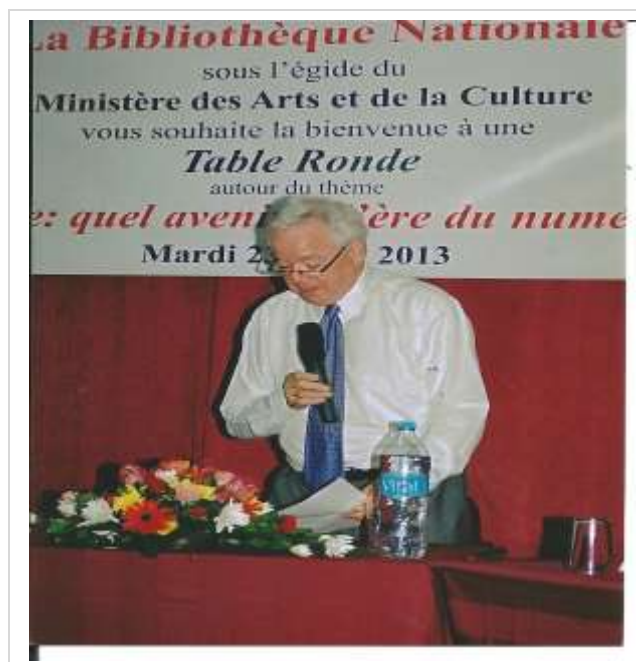
*General public at a stand during the 3-days Book Festival - 25-28 April, 2013*



The official Opening Ceremony of the World Book and Copyright Day was held for the first time at the Bagatelle Mall of Mauritius by the Hon. Mookhesswur Choonee, Minister of Arts and Culture, on the 25<sup>th</sup> April, 2013. From 25<sup>th</sup> to 28<sup>th</sup> April, 2013, the Book Festival was attended by more than 60,000 visitors. Thursday 25<sup>th</sup> and Friday 26<sup>th</sup> April, 2013 were devoted mostly to school children. An array of educational, literary and cultural activities was organised during the Book Festival, including exhibitions, quiz, dictation, drawing competition and poem recitals. Members of public benefited from discounted prices on a large variety of reading materials. Three books namely "A Quiz Book on SSR by Mr Ibrahim Ramjaun, 'Workbook for Upper Secondary-Tamil' by Mrs Uma Devi Allaghery and 'Le Quoran traduit en Français' by the Ahmadiyya Muslim Association were also launched. The event had good media coverage.

### ***5.3 Round Table on the theme 'La lecture: quelle avenir à l'ère du numérique?'***

In the context of the World Book Day, a Round Table on the theme 'La lecture: quelle avenir à l'ère du numérique?' was organized at the seat of the National Library on 23<sup>rd</sup> April, 2013. The resource persons were Ms Margaret Li Yin from the *Open University of Mauritius*, Messrs Jean Louis Bouilly from the *Institut Français de Maurice*, Vincent d'Arifat from *Précigraph Ltée*, Robert Furlong from *Malcolm de Chazal Trust Fund*, and Prof. Serge Rivière.



Round Table held on 23 April, 2014 at the Search Room, National Library



#### *5.4 World Book Day Celebrations 2013 in Rodrigues*

The World Book Day Celebrations was also held from Saturday 8<sup>th</sup> to Tuesday 11<sup>th</sup> June 2013 in Rodrigues. Five organizations from Mauritius participated in this fair – namely BM Bookcentre Co. Ltd, La Souris Verte Diffusion Ltée, China Cultural Centre, CELPAC and Ahmadiyya Muslim Association.

The Opening Ceremony was held on Saturday 8<sup>th</sup> June, 2013, at the Administration Building in Port Mathurin in the presence of Hon. M. Choonee, *Minister of Arts and Culture*, Mr Louis Serge Clair, *Chief Commissioner*, Mrs Rose de Lima Edouard, *Commissioner for Youth and Library Services*, Mrs S. Kistamah, *Chairperson of the National Library Board* and the Speaker of the Rodrigues Regional Assembly.

The Rodrigues Regional Assembly had well organized the function and a great number of visitors came to the Book Fair. Posters were placed in each and every corner of Rodrigues to attract more people to the fair prior to the event.

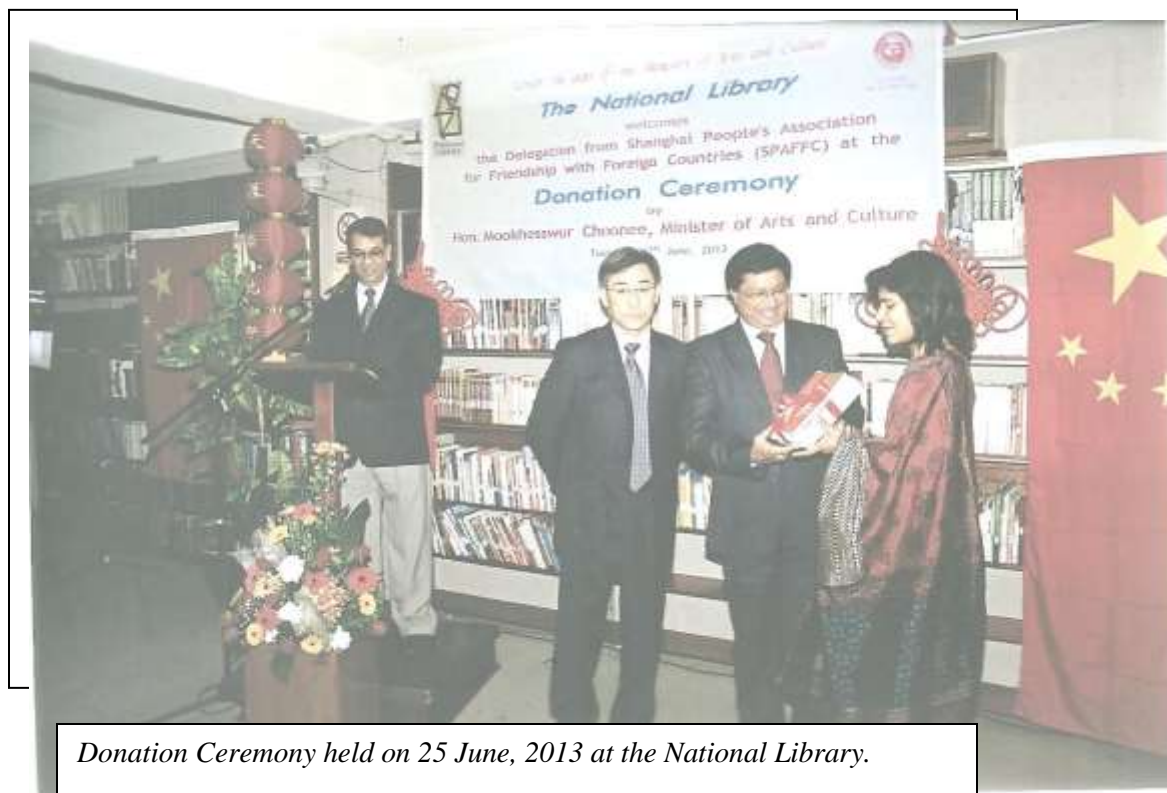
Primary and secondary students also visited the fair on Monday 10<sup>th</sup> and Tuesday 11<sup>th</sup> June, 2013.



*Opening Ceremony of World Book Day Celebrations 2013 in Port Mathurin, Rodrigues by Mr Louis Serge Clair, GCSK, Chief Commissioner, in the presence of Hon. M. Choonee, Minister of Arts and Culture*

### ***5.5 Donation of Books by the Shanghai People's Association to the National Library***

A six-member delegation from the *Shanghai People's Association for Friendship with Foreign Countries (SPAFFC)* donated some 400 books to the National Library at a Donation Ceremony held on 25<sup>th</sup> June, 2013 with the Hon. Minister of Arts and Culture as the Chief Guest, in the presence of H.E. Mr Li Li, Ambassador of the People's Republic of China and other eminent personalities. The National Library's '*Window of Shanghai*' collection has increased to some 1560 books in Chinese, English and French languages in varied subjects and its bibliographical data are available online via the OPAC Catalogue.



### ***5.6 Visit of a delegation from China Writers' Association***

A six-member delegation from the China Writers' Association visited the Library on 14 October, 2013. On that occasion, the National Library hosted a working session between the members of the delegation and local writers on that day, followed by a guided tour of the Library.

## 6. *THE STAFF*

### *Staff on Leave Without Pay*

- Mrs Marie Magali Deliot, *Clerk/Word Processing Operator*, one year with effect from 01 January 2013.
- Mr Ibrahim Ramjaun, *Librarian*, one year with effect from 02 September 2013.

## 7. *PROMOTING HUMAN RESOURCE DEVELOPMENT*

### *7.1 Students on Placement*

In order to enable students to encounter a workplace environment and acquire skills to enhance future employment opportunities, the National Library in collaboration with the University of Mauritius accepts placement of students:

During the year 2013, students from the Faculty of Social Studies and Humanities following the Diploma Course in Library and Information Studies were on a training placement:

#### *Students Year 1 – 10<sup>th</sup> to 14<sup>th</sup> June 2013*

- (a) Ms Joëlle Théodore
- (b) Ms Naiimah Sohorye
- (c) Ms Shabnaz D. Korimbocus

#### *Work-Based Learning Programme*

- (a) Mr Nurvish-Dev Lutchia, Ms Rishtee Nundloll and Ms Bhavna Devi Ramlochun, students following the BSc (Hons) Management, BSc (Hons) Computer Applications and BSc (Hons) Information Systems were on placement from 04<sup>th</sup> June to 12<sup>th</sup> July 2013.
- (b) Ms Monica Young Kan Seong, BA (Hons) History and International Relations was on placement at the National Library from 10<sup>th</sup> June to 31<sup>st</sup> July 2013.

## *7.2 Training Offered to the Staff*

The National Library supports the continuous professional development of staff, and ensures that the upgrading of knowledge and skills of existing staff is maintained. Training was offered by local institutions to staff of the National Library.

- Mr Jayen Ramsamy, *Senior Library Officer*, attended a “*One-Day Website training*” on Monday 15 April 2013, hosted by the Government Online Centre at Ebene.
- Mr Jayen Ramsamy, *Senior Library Officer*, attended a One-Day Workshop on “EU Code of Conduct for Data Centres” on Thursday 09 May 2013, organised by the National Computer Board. The workshop was conducted by Mr John Booth, Senior Consultant from COWI, Belgium.
- Mr Jayen Ramsamy, *Senior Library Officer*, attended a three-day Training on “Green IT Course” from Monday 15 to Wednesday 17 May 2013, organised by the National Computer Board. The trainer was Mr John Booth, Senior Consultant from COWI, Belgium.
- Mr Chandraseen Cahanee, *Assistant Procurement and Supply Officer*, attended a briefing session in connection with the “migration of the Public Procurement Portal to a new SharePoint platform”, on Wednesday 21 August 2013, organised by the Public Procurement Office.
- Mrs Toolsee Kreetee Ramnauth, *Director*, Mr Mooneswarsingh Mathoorasing, *Senior Accounts Officer* and Mrs Chantal Henry, *Clerk/Word Processing Operator*, attended a training session on the Parastatal Information Management System (PIMS), on Monday 11 November 2013, organised by the Office of Public Sector Governance.

### *7.3 Committees and Meetings attended by Staff*

- Mr Ibrahim Ramjaun, (*Librarian in 2013*), was delegated to attend a meeting on Thursday 17 January 2013 in the context of the National Day Celebrations 2013 at the Ministry of Arts and Culture
- Mr Jayen Ramsamy, *Senior Library Officer*, was delegated to attend a meeting on Monday 28 January 2013 at the National Heritage Fund in the context with the *National Day Celebrations 2013 – Festival Mauricien*, for preparation of a common programme of activities
- Ms Bhamini Mandhub, *Accounts Clerk*, was delegated to attend a meeting of the Consultative Group of the Academic Committee set up by the World Hindi Secretariat regarding Celebration of 100 years of Mauritian Hindi Literature on Wednesday 06 February 2013 at the seat of the World Hindi Secretariat
- Mr Jayen Ramsamy, *Senior Library Officer*, was delegated to attend a meeting of the Public Records Appraisal Committee on Friday 22 February 2013 at the National Archives Department
- Mr Deven Jodhun, *Office Supervisor*, attended two meetings of the Sub-Committee of Quality Management System(QMS) in connection with the Review of the International Standard ISO organized by the Mauritius Standards Bureau on 11<sup>th</sup> July and 6<sup>th</sup> September, 2013, respectively.
- Mr Mooneswarsingh Mathoorasing, *Senior Accounts Officer*, was selected to form part of the Audit Committee of the Mauritius Film Development Corporation and he also attended an Audit Committee on Tuesday 17 December 2013 at the Ministry of Arts and Culture

#### *Centenary Celebrations of Mauritian Hindi Literature*

- Mrs Chintamani Devi Sahadew and Mr Sangaren Naidu Chenganna, *Library Officers*, made a presentation on the National Library at the Inaugural Ceremony and one day seminar on the occasion of the Centenary Celebrations of Mauritian Hindi Literature on 02 March 2013 at the Mahatma Gandhi Institute organised by the World Hindi Secretariat.

## 7.4 Conferences and Seminars attended by the Director and Staff

- Mr Mooneswarsingh Mathoorasing, *Senior Accounts Officer*, attended a Two-Days Conference on Wednesday 27 and Thursday 28 February 2013 on the theme “*Access to Employment: A legitimate Right for Persons with Disabilities*” organised by the Ministry of Social Security, National Solidarity and Reform Institutions and The Training and Employment of Disabled Persons Board in collaboration with the British High Commission, Mauritius.
- Mrs Sandhya Ramdhean, Ag. *Confidential Secretary* and Mrs Chantal Henry, *Clerk/Word Processing Operator*, were delegated to attend a talk on the theme “*Africa: the emerging Continent*” to mark the Africa Day 2013 and the Golden Jubilee of African Unity on Friday 24 May 2013 at the City Council of Port Louis.
- Mrs Toolsee Kreetee Ramnauth, *Director*, attended a half-day Workshop on the theme ‘*Targeted Attacks and Mitigation*’ on Thursday 20 June 2013 at the Cyber Tower 1, Ebène, organised by the National Computer Board.
- Mrs Soonita Kistamah, *Chairperson – National Library Board*, Mrs Toolsee Kreetee Ramnauth, *Director* and Mr Mooneswarsingh Mathoorasing, *Senior Accounts Officer*, attended a Half-Day Workshop on the theme “*Improving the Performance Monitoring of State Owned Enterprises*” on Wednesday 03 July 2013 at the Conference Centre, Cyber Tower 1, Ebène, organised by the Office of Public Sector Governance.
- Mrs Soonita Kistamah, *Chairperson – National Library Board* and Mrs Toolsee Kreetee Ramnauth, *Director* attended a Workshop for Artists on Saturday 27 July 2013, organised by the Ministry of Arts and Culture.
- In the context of the 50<sup>th</sup> Anniversary of Dr Martin Luther King’s speech, the U.S. Embassy in collaboration with the Municipal Council of Port Louis and the Mauritius Telecom organized a Global Viewing Party of the film ‘*The March*’. The Director attended the live and interactive virtual film screening on 26 August, 2013.
- Mrs Toolsee Kreetee Ramnauth, *Director* and Mr Mooneswarsingh Mathoorasing, *Senior Accounts Officer*, attended a Workshop on “*The Effective Use of ICTs for Disaster Management – Mauritius*” on 12 September 2013 organised by the Information and Communication Technologies Authority.
- Mr Jayen Ramsamy, Ag. *Librarian*, attended a Workshop on “*The Effective Use of ICTs for Disaster Management – Mauritius*” on 13 September 2013 organised by the Information and Communication Technologies Authority.
- Ms Bhamini Mandhub, *Accounts Clerk* and Mrs Chantal Henry, *Clerk/Word Processing Operator*, attended a “Workshop on Training & Employment of Disabled Persons Act Amended 2012 and its Application” on Thursday 26 September 2013, organised by the Training and Employment of Disabled Persons Board.

- Mr D. Jodhun, *Office Supervisor*, attended a half day seminar in connection with the World Standards Day 2013 on 14 October, 2013 at the Mauritius Standards Bureau, Moka.
- Mrs Toolsee Kreetee Ramnauth, *Director*, attended a half-day Workshop on “Management of Change” on Wednesday 23 October 2013 organised jointly by the Office of Public Sector Governance and the European Union.
- Mr Jayen Ramsamy, *Ag. Librarian*, attended a half-day Consultation Workshop on “National Green IT Policy, Strategy and Action Plan” on Thursday 24 October 2013 organised by the National Computer Board.
- Mr M. Mathoorasing, *Senior Accounts Officer*, participated in a one-day Conference on Cyber Security on the occasion of Computer Security Day 2013 held on 02 December, 2013 organized by the National Computer Board.
- Mrs Sandhya Ramdhean, *Ag. Office Supervisor*, attended a one-day Conference on the theme “*Confidence Building for Employment of Persons with Disabilities*” on Tuesday 03 December 2013, organised by the Ministry of Social Security, National Solidarity and Reform Institutions.
- Mrs Nassim Bibi Meer-Hossen, *Senior Library Clerk*, Mrs Shanti Harree, *Library Clerk* and Mrs Kheemah Ganga, *Library Clerk*, attended a one-day Workshop on the theme “*Application of ICTs in Libraries*” on Friday 06 December 2013 at the Gold Crest Hotel, organised by the Mauritius Council of Registered Librarians.



## 8. CORPORATE MATTERS

### *8.1 Meetings and Committees attended by the Director*

During the year under review, the Director of the National Library attended the following Committees and Meetings:

- Budgetary Allocation Meeting – Forthcoming Budget 2014, *Ministry of Arts and Culture*
- Celebration of the 50<sup>th</sup> Anniversary of the African Union and the year of Pan-Africanism and African Renaissance, *Ministry of Foreign Affairs, Regional Integration and International Trade*
- Centre de Lecture Publique et d'Animation Culturelle – CELPAC, *Ministry of Arts and Culture*
- International Mother Tongue Day, *Ministry of Arts and Culture*
- Mauritius Council of Registered Librarians
- Meeting with Parastatal Bodies in connection with 'Workshop with Artists', *Ministry of Arts and Culture*
- National Day Celebrations 2013 – 'Festival Mauricien', *Ministry of Arts and Culture*
- Public Records Appraisal Committee, *National Archives Department*
- 113<sup>th</sup> Birth Anniversary of Sir Seewoosagur Ramgoolam – 18<sup>th</sup> September 2013, *Ministry of Arts and Culture*

#### *I Have A Dream For Mauritius' Program*

- Mrs Toolsee Kreetee Ramnauth, *Director*, was invited by the Embassy of the United States of America to be part of the Jury of the 'I have a Dream for Mauritius' Program intended for Lower VI students of governmental and private high schools of Zone 3 – held on Wednesday 30 January 2013 at the Hall of the Municipal Council of Curepipe

#### *Rotary Club of Port Louis*

- Mrs Toolsee Kreetee Ramnauth, *Director*, was invited by the Rotary Club of Port Louis to deliver a speech on the 'Role of Libraries in Mauritius' on 27 March 2013 at La Bonne Marmite.

### *Talk delivered by Director of National Library*

- In the context of the World Book Day 2013, Mrs T. K. Ramnauth, Director of the National Library, delivered a talk to the students of Form IV of the Queen Elizabeth College on Monday 29<sup>th</sup> April, 2013.

### *Elocution Contest*

- Mrs Toolsee Kreetee Ramnauth, *Director*, formed part of the Jury Panel for the Elocution Contest organised by the Association of Urban Authorities held on Thursday 06 June 2013 at the Municipal Council of Curepipe.

## ***8.2 Visitors to the National Library***

### *25 February 2013*

A delegation from National Library of Seychelles visited the National Library and met with the Director, Mrs Toolsee Kreetee Ramnauth.

### *03 April 2013*

Ms SHEN Liyun, *Chief of International Cooperation Division – Shanghai Library*, on her first visit to Mauritius, made a courtesy call at the National Library and met with the Director. Ms Shen was accompanied by a delegation from the Shanghai Library and they could also have a guided tour of the Library.

### *30 May 2013*

A delegation from the Chinese Embassy, accompanied by officials of the Ministry of Finance and Economic Development, visited the National Library and met with the Director, Mrs Toolsee Kreetee Ramnauth. They also had a guided tour of the Library.

### *30 May 2013*

A 6-member delegation, led by Mr Liu Chunliang, Vice Director of the Cultural Department of Inner Mongolia, China, visited the National Library. They met the Chairperson, Mrs Soonita Kistamah. The purpose of the visit was to exchange ideas in the field of cultural cooperation and in view of the signing of a Memorandum of Understanding (MOU) between the Library of Inner Mongolia and the National Library of Mauritius.

### *12 June 2013*

His Excellency Mr LI Li, Ambassador of the People's Republic of China in Mauritius, made a courtesy call at the National Library. Mr LI met with the Director, Mrs Toolsee Kreetee Ramnauth. He could also have a guided tour of all sections of the Library.

19 July 2013

Dr Catherine Eagleton, Curator at the British Museum in London, visited the National Library and met with the Director. She also had a guided tour of the Library.

16 August 2013

Hon. Paul Raymond Bérenger, G.C.S.K., MP, *Leader of the Opposition*, made a courtesy call at the National Library and met the Director, Mrs T. K. Ramnauth.

14 November 2013

Two professors from the Jinan University (China) accompanied by members from the China Cultural Centre visited the National Library. They had an overview of the National Library's old and rare collection of newspapers and manuscripts.

20 December 2013

Ms Rose de Lima Edouard, Commissioner for Library & Others, Rodrigues Regional Assembly made a courtesy call at the National Library.



# NATIONAL AUDIT OFFICE

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## REPORT OF THE DIRECTOR OF AUDIT TO THE BOARD OF THE NATIONAL LIBRARY

### Report on the Financial Statements

I have audited the accompanying financial statements of the National Library which comprise the statement of financial position as at 31 December 2013, the statement of financial performance, the statement of cash flows, the statement of changes in general fund for the year then ended, and a summary of significant accounting policies and other explanatory notes.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the Financial Reporting Framework and the Financial Reporting Standards for Statutory Bodies issued by the Financial Reporting Council under the Financial Reporting Act. This responsibility includes: designing, implementing and maintaining effective control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

### *Auditor's Responsibility*

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards of Supreme Audit Institutions. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

## **Opinion**

In my opinion, the attached financial statements give a true and fair view of the financial position of the National Library as of 31 December 2013 and of its financial performance and cash flows for the year then ended in accordance with the Financial Reporting Framework and the Financial Reporting Standards for Statutory Bodies issued by the Financial Reporting Council under the Financial Reporting Act.

## **Emphasis of Matter**

The National Library has registered deficit for the past four years which has kept on increasing with the result that the General Fund balances have also been negative from a figure of Rs 6,047,321 as of 31 December 2010 to Rs 8,262,065 as of 31 December 2013.

My opinion is not qualified in respect of this matter.

## **Report on Other Legal and Regulatory Requirements**

### ***Management's Responsibility***

In addition to the responsibility for the preparation and presentation of the financial statements described above, management is also responsible for ensuring that the activities, financial transaction and information reflected in the financial statements are in compliance with the Statutory Bodies (Accounts and Audit) Act.

### ***Auditor's Responsibility***

In addition to the responsibility to express an opinion on the financial statements described above, my responsibility includes expressing an opinion on whether the activities, financial transactions and information reflected in the financial statements are, in all material aspect, in compliance with the Statutory Bodies (Accounts and Audit) Act.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

In my opinion, the financial statements of the National Library as of 31 December 2013 comply with the Statutory Bodies (Accounts and Audit) Act, in so far as they relate to the accounts.



**K.C. Tse Yuet Cheong(Mrs)**  
Director of Audit

National Audit Office  
Level 14, Air Mauritius Centre  
PORT LOUIS

16 February 2015





# **NATIONAL LIBRARY**

(Republic of Mauritius)



REF No. 002  
ANS ISO. 9001:2000

## FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR

1<sup>ST</sup> JANUARY 2013

TO

31<sup>ST</sup> DECEMBER 2013

*1<sup>st</sup> & 2<sup>nd</sup> Floors Fon Sing Building, 12, Edith Cavell Street, Port-Louis*

*Tel No: 210-7121/211-9892*

*Fax No: 210-7173*

*E-Mail: [natlib@intnet.mu](mailto:natlib@intnet.mu)*

*Website – <http://national-library.gov.mu>*

**26 March 2014**

# NATIONAL LIBRARY

## STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2013

		2013	2012
<b>ASSETS</b>	<b>Notes</b>	<b>Rs</b>	<b>Rs</b>
<b><u>Non Current Assets</u></b>			
Property, Plant and Equipment	3	<u>570,068</u>	<u>732,194</u>
<b><u>Current Assets</u></b>			
Inventories		225,839	233,112
Trade and other Receivables	5	2,248,372	669,003
Cash & cash equivalents	6	<u>860,474</u>	<u>74,743</u>
		<b><u>3,334,685</u></b>	<b><u>976,858</u></b>
<b>TOTAL ASSETS</b>		<b><u>3,904,753</u></b>	<b><u>1,709,052</u></b>
<b>FINANCED BY</b>			
<b>General Fund</b>	7	(8,262,065)	(7,409,295)
Capital Grant	8	<u>1,393,168</u>	<u>732,194</u>
		<b><u>(6,868,897)</u></b>	<b><u>(6,677,101)</u></b>
<b><u>Non-current Liabilities</u></b>			
Employee Benefits (Defined Benefit Plan)	4	<u>6,548,975</u>	<u>6,407,433</u>
<b><u>Current Liabilities</u></b>			
Trade and other Payables	10	4,224,675	1,978,720
<b>TOTAL EQUITY AND LIABILITIES</b>		<b><u>3,904,753</u></b>	<b><u>1,709,052</u></b>

These financial statements have been approved by the Board on 26 March 2014

  
 Chairperson  
 S. Kistamah (Mrs)

  
 Board Member  
 I. Dassyne

Date: 26 March 2014

The notes on pages 5-12 form part of these financial statements

**14 OTHER INCOME**

Sundry receipts	49,085	50,879
Funds from Ministry of Arts & Culture (Purchase of Director's official car)	850,000	0
Interest received on Savings A/C	38,083	48,648
World Book Day	543,000	506,500
Amt received from Insurance company (total loss of NL van)	113,000	0
Refund car loan	523,408	6,500
Sale of publications (Mauritian Authors)*	11,015	11,630
Others	5,487	0
	<u>2,133,078</u>	<u>624,157</u>

\* As at 31 Dec 2013, stock of unsold copies of books of Mauritian Authors to the value of Rs105,950 are kept at the National Library



**NATIONAL LIBRARY  
NOTES TO THE ACCOUNT  
FOR THE YEAR ENDING 31 DECEMBER 2013**

	2013	2012
	Rs	Rs
<b>12 STAFF COSTS</b>		
Salaries	9,109,280	6,531,705
Travelling	842,439	701,673
Passage Benefits	318,289	274,333
Staff Development, Training and Welfare	3,000	2,500
End of Year Bonus	734,480	577,160
Allowances	41,768	318,073
National Savings Fund	115,166	107,508
Civil Service Family Protection Scheme	10,294	8,448
Family Protection Scheme	149,098	128,130
Pension Contribution	858,777	797,342
Overtime	104	4,687
Uniform Allowance	36,550	42,095
Refund of Unutilised Sick Leave	368,403	295,990
Salary Compensation	0	382,032
National Pension Scheme	9,696	748
NPS Levy	16,920	1,131
Refund of Internet	6,500	0
Cash in lieu of duty remission on car	314,333	15,000
	<u>12,935,097</u>	<u>10,188,555</u>
<b>13 ADMINISTRATIVE COSTS</b>		
Cleaning Services/materials	42,388	36,331
Insurance on equipment/Furniture	42,849	42,068
International Subscription/Contribution	36,401	34,487
World Book Day	368,864	462,126
Telephone	493,319	312,322
Parking Fees	56,000	0
Repairs and Maintenance	136,621	430,965
Electricity	603,468	582,782
Audit Fees	40,000	40,000
Board and Committee Fees	447,957	320,818
Rent	3,970,712	3,928,542
Bank Charges	7,851	3,626
Hospitality and ceremonial	18,766	15,975
Printing & Stationery	248,659	172,360
Computer expenses	7,695	38,934
Cost of running vehicles	15,563	95,537
Postage	10,280	8,084
General Expenses	129,385	83,282
ISO Fees	24,000	12,000
Advertisement	11,385	62,635
Microfilm & Audio visual materials	63,354	28,059
Donation (Publication)	7,273	960
Remittance to Mauritian Authors	10,935	11,630
Legal Fee	0	15,000
Actuarial Fee	0	30,000
Fund remitted to Ministry of Arts & Culture (Total loss of Van)	113,000	0
Fund remitted to Ministry of Arts & Culture (Amt advance for purchase of Director's official car)	850,000	0
Refund car loan	523,408	0
	<u>8,280,133</u>	<u>6,768,523</u>

**NATIONAL LIBRARY**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDING 31 DECEMBER 2013**

**5 TRADE & OTHER RECEIVABLES**

	<b>2013</b>	<b>2012</b>
Prepayments	12,451	104,431
Car Loan	2,224,921	553,572
Other Receivables	11,000	11,000
	<u><b>2,248,372</b></u>	<u><b>669,003</b></u>

**6 CASH AND CASH EQUIVALENT AS AT 31 DECEMBER 2013**

	<b>Rs</b>	<b>Rs</b>
Savings Account	169,691	249,507
Current Account	690,526	(179,089)
Petty Cash	257	4,325
<b>TOTAL</b>	<u><b>860,474</b></u>	<u><b>74,743</b></u>

**7 GENERAL FUND**

Opening Balance	(7,409,295)	(6,898,063)
(Deficit)/Surplus of income over expenditure for the year	(852,770)	(511,232)
<b>Closing Balance</b>	<u><b>(8,262,065)</b></u>	<u><b>(7,409,295)</b></u>

**8 GRANT - CAPITAL**

As at 31 December 2012	732,194	818,691
Less nominal value given to asset in use and disposed in 2013 (Van)	(20)	0
Funds from Ministry of Arts and Culture	823,100	0
Transfer from Recurrent Grant (recurrent grant used per Capital expenditure)	97,618	178,311
Deferred Income	(259,724)	(264,808)
	<u><b>1,393,168</b></u>	<u><b>732,194</b></u>

**9 GRANT - RECURRENT**

Amount received during the period	18,327,000	16,000,000
<b>Less</b> Amount devoted to capital expenditure	(97,618)	(178,311)
	<u><b>18,229,382</b></u>	<u><b>15,821,689</b></u>

**10 Trade & Other Payables**

Passage Benefits	1,071,305	974,110
Car Loan	2,224,921	553,572
Other Payables	62,148	451,038
Rent	375,486	0
Refund of Unutilised Sick Leave	368,212	0
Electricity	122,603	0
	<u><b>4,224,675</b></u>	<u><b>1,978,720</b></u>

**11 Related Party Transactions**

The immediate and ultimate controlling party of the National Library is the Government of Mauritius.  
The Library has no related party transactions.

**NATIONAL LIBRARY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING 31 DECEMBER 2013**

**4.6 Distribution of plan assets at end of period**

Percentage of assets at end of year	2013	2012
	%	%
Government securities and cash	59.1	58.8
Loans	4.9	6.6
Local equities	21.9	21.0
Overseas bonds & equities	13.4	12.8
Property	0.7	0.8
Total	<u>100</u>	<u>100</u>

**4.7 History of obligations, assets and experience adjustments**

Year	2013	2012
Currency	Rs	Rs
Fair value of plan assets	15,043,710	13,661,451
(Present value of defined benefit obligation)	<u>(25,971,103)</u>	<u>(17,617,704)</u>
Surplus/(Deficit)	(10,927,393)	(3,956,253)
Asset experience gain/(loss) during the period	262,680	(276,455)
Liability experience gain/(loss) during the period	(7,057,808)	1,211,136
Year	2014	
	Rs	
Expected employer contributions	744,779	

The actuarial valuation of the retirement benefits obligations was conducted by State Insurance Company of Mauritius Ltd (SICOM) as at 31 December 2013.



**NATIONAL LIBRARY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING 31 DECEMBER 2013**

**4.3 Movements in liability recognised in Statement of Financial position:**

	2013 Rs	2012 Rs
At start of year	6,407,433	6,223,440
Total staff cost as above	858,777	797,342
(Contributions paid by employer)	(717,235)	(613,349)
<b>At end of year</b>	<b>6,548,975</b>	<b>6,407,433</b>
Actual return on plan assets:	<b>1,367,737</b>	<b>1,057,168</b>

**Main actuarial assumptions at end of year:**

	%	%
Discount rate	8.00	10.00
Expected rate of return on plan assets	8.00	10.00
Future salary increases	5.50	7.00
Future pension increases	3.50	5.00

The assets of the plan are invested in funds managed by State Insurance Company of Mauritius Ltd.  
The discount rate is determined by reference to market yields on bonds.

**4.4 Reconciliation of the present value of defined benefit obligation**

Present value of obligation at start of period	17,617,704	16,985,427
Current service cost	1,041,085	738,203
Interest cost	1,409,416	1,698,543
(Benefits paid)	(1,154,910)	(593,333)
Liability (gain)/Loss	7,057,808	(1,211,136)
<b>Present value of obligation at end of period</b>	<b>25,971,103</b>	<b>17,617,704</b>

**4.5 Reconciliation of fair value of plan assets**

Fair value of plan assets at start of period	13,661,451	12,278,486
Expected return on plan assets	1,094,448	1,248,000
Employer contributions	717,235	613,349
Employee contributions	486,941	409,762
(Benefits paid + other outgo)	(1,179,045)	(612,091)
Asset gain/(loss)	262,680	(276,455)
<b>Fair value of plan assets at end of period</b>	<b>15,043,710</b>	<b>13,661,051</b>

**NATIONAL LIBRARY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING 31 DECEMBER 2013**

**3 Property, Plant and Equipment**

	Office Equipment	Office Furniture	Motor Vehicle	Books for Library *	Total
3.1 Cost	Rs	Rs	Rs	Rs	Rs
As at 01 Jan 2013	17,749,008	1,338,248	485,460	501,891	20,074,605
Additions	30,768	42,498	0	24,352	97,618
Disposal	(1,545,843)	(6,948)	(485,460)	0	(2,038,251)
<b>At 31 December 2013</b>	<b>16,233,931</b>	<b>1,373,798</b>	<b>0</b>	<b>526,243</b>	<b>18,133,972</b>
3.2 Accumulated Depreciation					
At 01 Jan 2013	17,271,717	1,233,119	485,440	352,135	19,342,411
Charge for the period	192,797	36,658	0	30,269	259,724
Disposal	(1,545,843)	(6,948)	(485,440)	0	(2,038,231)
<b>At 31 December 2013</b>	<b>15,918,671</b>	<b>1,262,829</b>	<b>0</b>	<b>382,404</b>	<b>17,563,904</b>
3.3 At 31 December 2013	315,260	110,969	0	143,839	570,068
<b>At 31 December 2012</b>	<b>477,289</b>	<b>105,129</b>	<b>20</b>	<b>149,756</b>	<b>732,194</b>

\* Amount excludes books, periodicals and newspapers received from other institutions/  
donors and are being properly recorded in the accession register.

**4 Employee Benefits (Defined Benefit Plan)**

**4.1 The amounts recognised in Statement of Financial Position are as follows:**

	2013 Rs	2012 Rs
Present value of funded obligation	25,971,103	17,617,704
(Fair value of plan assets)	(15,043,710)	(13,661,451)
	10,927,393	3,956,253
Unrecognised actuarial gain/(loss)	(4,378,418)	2,451,180
<b>Liability recognised in Statement of Financial position</b>	<b>6,548,975</b>	<b>6,407,433</b>

**4.2 The amounts recognised in Statement of Financial Performance are as follows:**

	2013	2012
Current service cost	1,041,085	738,203
(Employee Contribution)	(486,941)	(409,762)
Fund expenses	24,135	18,758
Interest Cost	1,409,416	1,698,543
(Expected return on plan assets)	(1,094,448)	(1,248,400)
Actuarial Loss / (Gain) recognised	(34,470)	0
<b>Total, included in staff costs</b>	<b>858,777</b>	<b>797,342</b>

**NATIONAL LIBRARY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING 31 DECEMBER 2013**

(f) **Property, Plant and Equipment**

Property, Plant and Equipment are stated at cost, net of accumulated depreciation.

Depreciation is provided on the straight-line basis so as to write off the depreciable value of the non-current asset over their expected useful economic lives. One full year depreciation has been provided on non-current assets acquired during the year. The annual rates of depreciation used for the purpose are as follows:

	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%

- (g) The National Library purchased its Integrated and Modular Library Management System in 2004 to enable users to have access to its catalogue on line. Although it has been fully depreciated it is still in use.

(h) **Cash and Cash Equivalents**

Cash and Cash Equivalents comprise cash at bank and cash in hand.

(i) **Provisions**

Provisions are recognised when the National Library has a present obligation as a result of a past event and it is probable that the Library will be required to settle the obligation. Provisions are measured at the Library's best estimate of the expenditure required to settle the obligation at the balance sheet date and adjusted to reflect the current best estimate.

(j) **Comparative Figures**

Figures of last year conform to current year's presentation.

(k) **Employee Benefits**

Employee entitlements to bank sick leave as defined in the EOAC-PRB Report 2013 (the regulatory body for remuneration of NL employees) are recognised as and when they accrue to employees. The Estimated liability for bank sick leave amounted to Rs3,293,753.

(l) **Defined Benefit Pension Plan**

Provisions for retirement benefits for the National Library are made in accordance with the Statutory Bodies Pension Act 1978 as amended. The Library's assets are managed by SICOM Ltd. The cost of providing the benefit is determined in accordance with the actuarial valuation undertaken every five years. The obligations have been recognised and disclosed for the 1st time in the Accounts for the period ended 31 December 2010.

(m) **Accounting Judgments and key sources of estimation uncertainty**

The preparation of Financial Statements in accordance with Financial Reporting and Accounting Standards issued under section 72 of the Financial Reporting Act requires the directors and management to exercise judgment in the process of applying the accounting policies. It also requires the use of accounting estimates and assumptions that may affect the reported amounts and disclosures in the Financial Statements. Judgements and estimates are continuously evaluated and are based on historical experience and other factors, including expectations and assumptions concerning future events that are believed to be reasonable under the circumstances. The actual results could by definition therefore, often differ from the related accounting estimates.

Where applicable, the notes to the Financial Statements set out areas where management has applied a higher degree of judgment that have a significant effect on the amounts recognised in the Financial Statements, or estimations and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year. The Key assumptions concerning the future and other key sources of estimation uncertainty at the balance sheet date include Retirement Benefit Obligations.

2.1 The Financial Statements are presented to the nearest Mauritian Rupee.



**NATIONAL LIBRARY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING 31 DECEMBER 2013**

**1 GENERAL INFORMATION**

The National Library is a Corporate Body established under the National Library Act 1996. As per the National Library Act, the objects of the Library are as follows:

- (a) to promote and encourage the use of library materials;
- (b) to acquire library materials generally, and, in particular, a comprehensive collection of library materials relating to Mauritius;
- (c) to collect, receive and preserve all library materials required to be deposited in the Library;
- (d) to lend library materials to the public;
- (e) to make library materials available to the public for reference;
- (f) to participate in planning library services in Mauritius, promote research in library fields and provide assistance in information handling techniques;
- (g) to act as the national bibliographic centre and maintain the national bibliography and other bibliographies;
- (h) to act as an organising agency for national and international lending and exchange of library materials; and
- (i) to initiate and promote co-operation between the Library and other libraries, both local and foreign.

**2 ACCOUNTING POLICIES**

**(a) Basis of preparation**

The financial statements have been prepared in accordance with the Financial Reporting Framework & Standards issued by the Financial Reporting Council in line with the Statutory Bodies (Accounts & Audit) Act.

The following accounting policies have been applied in the preparation of these financial statements:

Financial Reporting Standard 1: Government Grant/Government assistance

Financial Reporting Standard 2: Revenue recognition

Financial Reporting Standard 3: Property, Plant and Equipment

Financial Reporting Standard 4: Inventories

Financial Reporting Standard 6: Related Parties Transactions

Financial Reporting Standard 7: Employee Benefits

Financial Reporting Standard 8: Provisions and Contingencies

**(b) Reporting Period**

The Financial Statements for the current period have been prepared for the 12 months ended 31 December 2013 with comparative information for the 12 months ended 31 December 2012.

**(c) Government Grant**

Recurrent grant amounting to Rs18,327,000 has been received from the government to meet recurrent expenditures of the National Library in the year 2013. They have been recognised in the financial statements, and have been matched with the expenditure towards which they have been intended to.

**(d) Revenue Recognition**

Recurrent government grants are recognised on a cash basis as income and are matched against the recurrent expenses of the National Library. Other income is recognised on an accrual basis.

**(e) Inventories**

Inventories, consisting mainly of publications, are valued at the lower of cost and net realisable value and the FIFO method is used. The cost of inventories comprises of all costs in bringing the inventories to their location and condition that is purchase costs plus other costs.

## NATIONAL LIBRARY

### STATEMENT OF CHANGES IN GENERAL FUND FOR THE YEAR ENDED 31 DECEMBER 2013

	2013	2012
	Rs	Rs
Opening balance	(7,409,295)	(6,898,063)
Accumulated surplus / (Deficit) for the year	(852,770)	(511,232)
<b>Closing Balance</b>	<b><u>(8,262,065)</u></b>	<b><u>(7,409,295)</u></b>



# **NATIONAL LIBRARY**

## **STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2013**

	2013 Rs	2012 Rs
<b><u>OPERATING ACTIVITIES</u></b>		
Surplus/(Deficit) for the year	(852,770)	(511,232)
<b><u>Adjustment for item not involving cash</u></b>		
Depreciation for the year	259,724	264,808
Deferred Income	(259,724)	(264,808)
(Gain) / Loss on sale of fixed assets	0	(6,500)
<b>NET CASH GENERATED FROM OPERATING ACTIVITIES</b>	<b><u>(852,770)</u></b>	<b><u>(517,732)</u></b>
<b><u>WORKING CAPITAL CHANGES</u></b>		
(Increase)/Decrease in Accounts Receivables	(1,579,369)	(259,616)
(Increase)/Decrease in Inventories	7,273	960
(Decrease)/Increase in Accounts Payable	2,245,955	391,584
Increase/(Decrease) in Pension Liability	141,542	183,993
<b>NET MOVEMENT IN WORKING CAPITAL</b>	<b><u>815,401</u></b>	<b><u>316,921</u></b>
<b>INVESTING ACTIVITIES</b>		
Purchase of Property, Plant & Equipment	(97,618)	(178,311)
Sale of Property, Plant and Equipment	0	6,500
<b>NET CASH USED IN INVESTING ACTIVITIES</b>	<b><u>(97,618)</u></b>	<b><u>(171,811)</u></b>
<b>FINANCING ACTIVITIES</b>		
Capital Grant	920,718	178,311
<b>Net cash used in Financing Activities</b>	<b><u>920,718</u></b>	<b><u>178,311</u></b>
<b>Net (Decrease)/Increase in Cash and Cash equivalents</b>	<b>765,731</b>	<b>(194,311)</b>
Cash and Cash equivalents at beginning of year	74,743	269,054
<b>Cash and cash equivalents for the year ended 31 December 2013</b>	<b><u>860,474</u></b>	<b><u>74,743</u></b>

# NATIONAL LIBRARY

## STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 DECEMBER 2013

		2013	2012
	Notes	Rs	Rs
<b>REVENUE</b>			
Revenue Grant	9	18,229,382	15,821,689
Deferred Income		259,724	264,808
Other Income	14	2,133,078	624,157
		<u>20,622,184</u>	<u>16,710,654</u>
<b>EXPENSES</b>			
Staff Cost	12	12,935,097	10,188,555
Administrative Cost	13	8,280,133	6,768,523
Depreciation of Assets	3.2	259,724	264,808
		<u>21,474,954</u>	<u>17,221,886</u>
Surplus/ (Deficit) for the year		<u>(852,770)</u>	<u>(511,232)</u>

## **CORPORATE GOVERNANCE STATEMENT**

### **STATEMENT OF BOARD'S RESPONSIBILITIES IN RESPECT OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013.**

The National Library Board, Management and staff of the National Library fully support and are fully committed to the principles of business integrity, transparency and professionalism, as recommended by the Code of Corporate Governance. We recognize that adhering to good governance principles is not merely compliance with a set of rules and regulations, but entails aiming at the highest standards of Corporate Governance.

Further, we strive to ensure that all the activities of the organization are conducted in such a way as to satisfy the characteristics of Good Corporate Governance, namely discipline, transparency, independence, accountability, fairness and social responsibility.

Members of the National Library Board recognize that the Code of Corporate Governance is seen as the best practice and ensure that its operations are conducted in a way that displays characteristics of a good governance to promote corporate fairness, transparency and accountability of the National Library Board that has endeavoured to formalize the concept of corporate governance within its activities.

The National Library Board delegates its powers to several sub-committees which operate in line with best corporate governance practices.

This report was approved by the National Library Board at its meeting of 26 March 2014 and is signed on its behalf by:



**S. Kistamah (Mrs)**  
**CHAIRPERSON**



**I. Dassyne**  
**BOARD MEMBER**