

NATIONAL LIBRARY
(Republic of Mauritius)



Annual Report 2012



NATIONAL LIBRARY

(Republic of Mauritius)



RF. No. 062
MS ISO. 9001:2008

CORPORATE INFORMATION

Office: 1st & 2nd Floors
Fon Sing Building
Edith Cavell Street
Port Louis

Tel : (230) 211 9891-3
(230) 211 9896

Fax : (230) 210 7173 –
(*Director's Office*)
(230) 210 7117–(*Registry*)

E-mail : natlib@intnet.mu

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

Banker : State Bank of Mauritius

State Bank Tower
1, Queen Elizabeth II Ave
Port Louis

Auditor: Director,
National Audit Office

Published by: National Library
1st & 2nd Floors,
Fon Sing Building,
12, Edith Cavell Street,
Port-Louis

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.

CONTENTS

	Page No.
Chairperson's Foreword	5
Director's Review	6
The National Library Board	7-8
Planning and Development	9-10
National Library Mandates	11-16
Acquisition and Processing of Library Materials	17-21
Serving Our Customers	22
Outreach Activities	23-24
The Staff	25
Promoting Human Resource Development	26-31
Corporate Matters	32-33

CHAIRPERSON'S FOREWORD


by Mrs S. Kistamah, Chairperson, National Library Board

It is my pleasure and honour to associate myself with the publication of this Annual Report which highlights the activities undertaken by the National Library during the period under review.

Sincere to its commitment of providing quality and timely services to members of the public, the National Library has spared no effort in rising to the challenge of being the main information provider of the country.

During the year under review, the National Library has successfully organised the World Book Day both in Mauritius and Rodrigues and has been involved in many outreach activities. In September 2012, to commemorate the 112th Anniversary of the birth of Sir Seewoosagur Ramgoolam, the father of the Nation, the National Library organized a series of activities to mark the event, including among others quiz competition on SSR, exhibition of books written by SSR, exhibition of press articles written by SSR and a Round Table on the theme 'SSR and International Relations'.

May I seize this opportunity to express my thanks to the Ministry of Arts and Culture and extend my deep appreciation to the members of the National Library Board and to the staff of the National Library, for their commitment and dedication.



S. Kistamah (Mrs)
Chairperson
National Library Board

REVIEW OF THE YEAR

by Mrs Toolsee Kreetee Ramnauth, Director, National Library

During the year 2012, the National Library has continued to move steadily towards its mission to achieve its key priorities to collect and preserve the collective memory and to provide effective and efficient access to its own collection and to international documentary resources both in print and e-format. An exponential growth has been observed in terms of inflow of documents from local and overseas sources and also in the number of users visiting the library for reference and research purposes.

The National Library has also made full use of its outreach activities to foster literacy and to encourage people especially the young ones to explore the pleasure of reading, by organising book festivals, quizzes, interactive session with authors, round table, exhibitions and projection of films.

I am confident that during the past twelve years of its existence, the National Library has carved its way to become one of the leading institutions of Mauritius. Since I have joined as Director of the National Library in the last week of November 2012, I have thrived in the same line and endeavour to make the National Library become a dynamic centre for knowledge and lifelong learning and at the same time offer equal and easy access to all services and facilities to the nation.



T. K. Ramnauth (Mrs)
Director

COMPOSITION OF THE NATIONAL LIBRARY BOARD

Chairperson

Mrs S. Kistamah

Members

Representative of the Ministry of Education and Human Resources

Mr B. Mohabuth (until December 2011)

Mrs Dahmiantee Beeharry-Panray (as from September 2012)

Representative of the Ministry of Arts and Culture

Mrs A. Arekion (until February 2012)

Mrs Chentabye Ramah (as from March 2012)

Representative of the Ministry of Finance and Economic Development

Mr A. Ramdhany

Director of the National Archives

Mr R. Chung Sam Wan (until February 2012)

Mr Geeanduth Suneechur (as from March 2012)

Head of the Library Cadre

Mrs G. Atmarrow (until November 2012)

Representative of an Academic Library

Mrs C. Ah Fat Pitt Fong (until February 2012)

Mr Iswarduth Dassyne (as from March 2012)

Representative of a Public Library

Mrs T. K. Hurrynag-Ramnauth (until June 2012)

Representative of a Special Library

Mrs S. Mungra

Representative of Association of District Councils

Mrs A. Jogalee-Thimadoo (until August 2012)

Mrs M. Ram (From September to December 2012)

Representative of Association of Urban Authorities

Mr Mario Bac (until February 2012)

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

Tender and Finance Committee

1. Mrs S. Kistamah
2. Mrs G. Atmarow (until November 2012)
3. Mrs A. Arekion (until February 2012)
4. Mr A. Ramdhany

Appointment Committee

1. Mrs S. Kistamah
2. Mrs A. Arekion (until February 2012)
Mrs C. Ramah (as from March 2012)
3. Mr A. Ramdhany
4. Mrs T. K. Hurrynag-Ramnauth (until June 2012)

1. PLANNING AND DEVELOPMENT

ISO 9001:2008 Quality Management System

Imbued with the philosophy of continual improvement, the National Library embarked on the ambitious project of implementing the ISO9001:2000 quality management system since 2004. The first certification was granted by the Mauritius Standards Bureau in January 2005. Subsequently, the latest version, that is, ISO9001:2008 was adopted in December 2010. The second surveillance audit was carried out by our external auditors in December 2012 to ensure the system is operating smoothly in conformity with the objectives and performance indicators set in the Operating Procedures Manuals. A number of minor non-conformities were identified and subsequently corrected. The benefits of this certification need not be over-emphasized, suffice it to state that it fosters operational efficiency, staff motivation, a quality culture and clearly defined procedures.

Customer Suggestions

During the year under review, six suggestions had been received from library users. These pertain to the provision of a digital camera for making copies of articles in bound volumes of newspapers, the enhancement of IT infrastructure, the introduction of a cash float system, the use of watery sponge for easier consultation of old newspapers and a review of our organizational structure. Replies have already been sent to each customer individually.

Customer Complaints

Nine written complaints had been sent by our users. These relate mainly to the slow speed of the Internet, the non-availability of some recent Mauritiana titles and the use of the new library membership card. Management has given due consideration to these and replied to each complaint

Customer Satisfaction Survey

In line with the customer-centric approach adopted by the National Library, the annual Customer Satisfaction Survey was conducted during the months of September to November 2012. A

printed questionnaire was distributed randomly to a representative sample of patrons, comprising the general public, researchers/academics, students and foreigners. The overall response rate was 88%. The feedback received indicated that our clients appreciated the ease of access to the library, lighting, seating and comfort level, the availability of information requested, the helpfulness of the personnel, the waiting time, the quality of the reprographic service and communication with our users. There is room for improvement of the Internet service. The under-utilisation of the newspaper corner, Internet and photocopy services warrant increased publicity to promote same to existing and potential clients.

2. NATIONAL LIBRARY MANDATES

National Bibliography of Mauritius

The compilation of the National Bibliography of Mauritius is one of the statutory objectives of the National Library. The National Bibliography of Mauritius lists on a yearly basis works published in Mauritius with their bibliographical details. It is the single most comprehensive listing of Mauritian publications and serves as a record of the publishing output of Mauritius. The legal deposit framework is vital for the compilation of the National Bibliography of Mauritius as most of the works included are acquired through the legal deposit system.

The National Bibliography of Mauritius includes printed materials, such as, monographs, periodicals, journals, newsletters, annual reports, government publications and newspapers relating to Mauritius. These materials are catalogued by experienced staff using the Anglo-American Cataloguing Rules (AACR2) and subject indexed using the Library of Congress Subject Headings (LCSH) and the Dewey Decimal Classification system (22nd edition). The National Bibliography of Mauritius is a useful information tool for researchers and information seekers and gives access to the National Library's Mauritian Collection. It is also a valuable tool for verifying bibliographic information and encourages the standardization in classification and facilitates book processing for libraries. It can also be used as a tool for collection development. For the year under review the National Bibliography of Mauritius for year 2010 has been compiled.

NATIONAL UNION CATALOGUE

The compilation of the National Union Catalogue of Mauritian by the National Library since 2004 has laid the foundation for resource sharing among libraries. It is also a tool for bibliographical control. To date, no less than twelve libraries are involved in this project, namely,

1. The Leoville l'Homme public library – Municipality of Port Louis.
2. The Olof Palme public library – Municipality of Beau-Bassin/Rose Hill.
3. The Simone de Beauvoir public library – Municipality of Quatre Bornes.

4. The Carnegie public library – Municipality of Curepipe.
5. The Open university of Mauritius.
6. The Police library.
7. The Mahatma Gandhi Institute library.
8. The Mediatheque of Institut Francais de Maurice
9. The University of Technology of Mauritius library.
10. The Malcolm de Chazal public library – Municipality of Vacoas-Phoenix.
11. The Knowledge Centre of Enterprise Mauritius
12. The National Library

Data were collected from respective libraries and uploaded into the National Union Catalogue database by staff of the National Library. **5271** new entries have been added in 2012. The total number of records currently found in this Union Catalogue amounts to **70,395**. The NUC may be viewed on the website of the National Library at

<http://national-library.gov.mu>

Cataloguing-In-Publication Data (CIP)

CIP is a free service offered by the National Library to local printers, publishers and authors since 2001. It involves the preparation of standardized cataloguing entries for new books prior to their publication based on the *Anglo-American Cataloguing Rules (AACR2)*, the *Library of Congress Subject Headings (LCSH)* and the *Dewey Decimal Classification* system (23rd edition). CIP data is prepared from information such as: author, title, publisher, date, ISBN, classification number, size in cm, subject headings and pagination, supplied in advance to the National Library by the printer, publisher or author. It is a helpful tool for libraries and ensures standardization in the processing of new Mauritiana books. In 2012, the National Library has prepared 27 CIP data.

Union List Of Periodicals

The Union List of Periodicals (ULP) is an online database listing the periodicals subscribed by major libraries in Mauritius. It started in 2005 with the contributions of 14 libraries, which are:

1. The University of Mauritius
2. The Ministry of Agro-Industry
3. The University of Technology, Mauritius
4. The Mauritius College of the Air
5. The Knowledge Centre of Enterprise Mauritius
6. The Mauritius Meteorological Service Library
7. The Carnegie Library
8. The Ministry of Finance and Economic Development Library
9. The Chinese Cultural Centre in Mauritius
10. The Grand Bay Public Library
11. The Olof Palme Library
12. The Institut Supérieur de Technologie
13. The Documentation Unit of the Ministry of Arts and Culture
14. The National Library

The ULP is accessible through the National Library website <http://national-library.gov.mu> and provides bibliographical details of periodicals, their location and the period during which they are held. It is a vital tool for researchers as it gives a bird's eyeview of all journal subscriptions available in Mauritian libraries.

International Standard Serial Number (ISSN)

The International Standard Serial Number is an internationally accepted code of eight –digit number. It enables the identification of any serial publication, including electronic serials, independent of its country of publication, language, frequency and medium. ISSN codes are assigned by a network of ISSN National centres usually located at National Library, coordinated

by the ISSN International Centre based in Paris, backed by UNESCO and the French government.

The National library is the ISSN centre for Mauritius and Rodrigues. During the year 2012, publishers and other interested parties requested the assignment of **75** ISSN numbers to serial publications. Many more organisations and publishes are being sensitized on the importance of applying for free ISSN number at the National Library.

Computerisation

During the period under review, the National Library, fully aware of the powers of computers in the processing, transformation and storage of information and in the delivery of library and information services, reinforced its capacity by acquiring new hardwares. The library department and the administration unit were equipped with new equipments and existing ones were upgraded with better performing software and office tools. The computerisation programme of the National Library which is being implemented in various phases, dependent on the availability of funds, not only targets to achieve proper management of information resources but at the same time to provide better quality services to the users and an efficient administrative system. In 2012, a computer room was conceived and implemented for staff of the library department to help them in their daily operational activities.

Internet & Website

The Website of the National Library was regularly updated and new corporate information was uploaded. Free Internet access to users was maintained and the service was improved by upgrading our subscription to broadband connection. One of the major complaints of users accessing Internet services at the National Library related to its slow connection. This problem was partly solved and users can access Internet at a reasonably faster Internet connection. User satisfaction was the constant concern of management and their suggestions or complaints received due consideration from management, all within the limits of our scarce resources.

OPAC: Online Public Access Catalogue

The Online Public Access Catalogue (OPAC) allows users to search the bibliographical records of more than 57,547 titles available at the National Library from any location and at any particular time. The National Library OPAC can be search on the following elements of the bibliographical records:

- Word or phrase
- Author
- Title
- Subject
- Series
- Periodical title
- Date of Publication
- Language
- Format
- Location and
- Combination searches

The OPAC can be search through the National Library website <http://national-library.gov.mu> . In 2012, 5,053 bibliographical records have been added to the OPAC system.

Digitisation

A pilot project initiated in the previous year for the conversion of print Mauritiana documents into e-documents was subject to further consideration. A scanner was purchased for this purpose and some two hundred documents were scanned to be uploaded on the website. All the documents were scanned in portable document file (PDF) and formatted for easy Internet transfer. The project necessitated collaboration of other institutions for training of staff and for logistic support.

Consultancy Service

Over the years, the National Library has developed an expertise in library and information services. The organization is thus in a privileged position to offer upon request free consultancy service to public bodies such as Ministries, parastatal bodies as well as private companies for the establishment and re-organisation of the libraries or documentation units. During the year under review, the National Library staff made a site visit to the Mauritius Prison Training School and submitted an action plan for revamping its library.

3. ACQUISITION AND PROCESSING OF LIBRARY MATERIALS

Holdings of the National Library

The main objective of the National Library is to acquire library materials, in particular a comprehensive collection relating to Mauritius whether by legal deposit, donations or 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 Nippon Foundation – Japan, National Library of China and Anhui Foreign Economic Construction (Group) Corporation – China.

The holdings of the National Library as at 31st December 2012 were **472,743**. The total number of library materials acquired during the period 1st January 2012 to 31st December 2012 was **21,881**.

An overview is presented in the following table:

Acquisitions 2012 (January-December)

Library materials	Legal Deposit	Donation	Purchase	UN	IMF	World Bank	EU	Others	TOTAL
Books/ Monographs	1926	202	20	221	60	10	175	288	2902
Newspapers	12147	-	-	-	-	-	-	-	12147
Periodicals	4388	338	-	44	4	12	135	-	4921
Annual Reports	452	46	-	4	1	-	19	-	522
CD/CDROMS/ VCD/DVD	659	12	-	1	20	-	66	-	758
Maps	21	-	-	-	-	-	-	-	21
Stamps	20	-	-	-	-	-	-	-	20
Pamphlets	545	18	-	-	-	-	27	-	590
TOTAL	20158	616	20	270	85	22	422	288	21881

Accessioning

The process of accessioning consists of assigning a number to each incoming material and the proper recording of its title, date of receipt, publisher and other details. During the year 2012, a total number of 4,933 items have been accessioned as per the following table:-

Mauritiana	2299
Reference (Non-Mauritiana)	334
UN	224
I.M.F.	62
World Bank	10
Stamps	20
Audio Visual Materials	758
European Union	1205
Maps	21
TOTAL	4933

Audiovisual

The audiovisual section of the National Library is unique in Mauritius in the sense that it collects materials produced and dealing with Mauritius. For the past years, audiovisual materials are no longer being produced in audio tape / video tape / vinyl formats. The National Library acquired 753 audiovisual materials in CD/VCD/CD ROM/ DVD and DVD ROM format for the year under review.

Classification and Cataloguing

The bibliographic section of the National Library is fully conscious of its responsibility to provide access to the wealth of information housed in the National Library. It is basically the classifiers and cataloguers who provide access to records of all kinds being textual, visual and musical in all kinds of storage media (books, journals, CDs, databases). The technical staff assigns a Dewey Decimal Classification number that unambiguously locates a particular document to within a short length of time, which makes it easy to find any particular book and return it to its proper place on the library shelves.

During the year under review, **2,833** library materials were classified, catalogued and allocated subject headings. Cataloguing was carried out according to the 2nd edition of the Anglo-American Cataloguing rules. Classification is done according to the 22nd edition of the Dewey Decimal Classification Scheme whereas subject headings based on the Library of Congress Subject Headings (22nd edition) were prepared for the documents.

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 (current)
- L'Eco Austral (2012)
- L'Essor (1925-1926)
- Evasion (Sept 2012)
- Indian Cultural Review (1937-1941, 1958)
- Journal of Mauritian Studies Vol. 6 (2012)
- Revi Kiltir Kreol (2004/2005)

The total number of indexes and abstracts prepared were 1133. These data have been inputted into the Unicorn workflow and are searchable via the Online Public Access Catalogue on a 24/7 basis.

Preservation and Conservation

In line with one of its statutory objectives, the National Library preserves for posterity the literary heritage of the nation. As such, a bindery section was set up in 2000 in order to repair and maintain damaged paper-based materials in our collection.

In addition to binding and repairs, the National Library has recourse to other preservation techniques and these include:

- Lamination
- Microfilming
- Provision of appropriate storage conditions
- Use of protective enclosures for damaged materials.

BINDING SECTION

The works carried out during the financial year under review in the Binding Section are as follows:

No. of books bound	485
No. of newspapers bound	142
No. of magazines/reports bound	240
Miscellaneous items	
Total	

LAMINATION SECTION

The National Library laminates maps and rare documents as a preventive measure against paper deterioration such as wear and tear. For the year under review, documents were laminated.

MICROFILMING SECTION

Newspapers are primary sources of information and thus, form an invaluable part of our documentary heritage. However, the fact that they are being printed on poor quality as well as unbleached paper, they are prone to much wear and tear. In order to preserve the content of the papers for as long as possible, newspapers are being microfilmed.

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

Advance:	1975 – 1984.
Week-End:	1966 – 1967.
Le Mauricien:	1914 – 1917.

PROVISION OF APPROPRIATE STORAGE CONDITIONS

The National Library's collections are stored under appropriate temperature (21 degrees Celsius) and humidity conditions (45 per cent) in order to maintain the paper-based materials in good condition as far as possible.

USE OF PROTECTIVE ENCLOSURES FOR DAMAGED MATERIALS

Boxes, sleeves and wrappers made from acidic-free paper (archival paper) are being used to protect those paper-based materials that have become brittle or damaged.

4. SERVING OUR CUSTOMERS

Serving our Customers

The National Library as a service organization is geared towards providing customer oriented services. To this end, the library has adopted ISO certification as a strategy to provide value added and quality information services to its patrons in an effective and timely manner. All these services are provided in a spacious and air-conditioned Search Room.

In addition, National Library staff members also attend to requests for information by telephone, facsimile, mail and email as a means to provide timely and value added services to its users. The number of users visiting the library to seek information during the period under review amounted to 5,782. Since its creation, the National Library received a total number of 78,058 visitors.

Though the provision of services such as attending request by telephone, facsimile, mail and email, the number of walk in customers showed a slight decrease compared to the previous years. The number of requests for information for the year under review amounted to 8,754.

SEARCH ROOM SERVICES

S/N	REQUESTS FOR REFERENCE/INFORMATION SERVICE	
1.	Requests for Books	2,513
2.	Requests for Newspapers, Periodicals, Government Gazettes and Annual Reports	3,791
3.	Requests for the use of the Internet	936
4.	Requests for Audio-Visual materials	210
5.	Requests for Photocopies	1,301
6.	Requests for information by phone	24
7.	Requests for Information by mail and e-mail (overseas)	20
8.	Requests for Information by mail and e-mail (local)	13
	TOTAL	8,808

5. OUTREACH ACTIVITIES

WORLD BOOK DAY CELEBRATIONS 2012

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 2012, the National Library celebrated the World Book Day for the tenth consecutive year in collaboration with its stakeholders. This event was also celebrated in Rodrigues.

As usual, the Organising Committee meetings, which include, among others, the Ministry of Arts and Culture, the Centre de Lecture Publique et d' Animation Culturelle, the Mahatma Gandhi Institute, the Indira Gandhi Centre for Indian Culture, the National Computer Board, the China Cultural Centre, the Early Childhood Care and Education Authority and booksellers, were held prior to the main event. Help was also sought from different Ministries, the Mauritius Broadcasting Corporation, private radios and sponsors from the private sector. The local press and advertising agencies also joined in this noble venture of promoting reading among the Mauritian population.

The official Opening Ceremony of the World Book and Copyright Day was held at the Port Louis Waterfront and was made by Her Excellency, Mrs Monique Agnès Ohsan Bellepeau, *GOSK*, Ag. President of the Republic in the presence of the Hon. Mookhesswur Choonee, Minister of Arts and Culture and Hon. Vasant Bunwaree, Minister of Education and Human Resources and Mrs S. Kistamah, Chairperson of the National Library Board on the 3rd May 2012. From 3rd to 5th May, 2012 a **Book Festival** was organized at the Port Louis Waterfront. Thursday 3rd and Friday 4th May, 2012 was devoted entirely to school children whereas the 5th of May, the Book Festival welcomed the public at large. 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.

On Saturday 5th May, an interactive session between local writers and the public was held from 15.00 hrs to 16.00 hrs on the theme '*A coeur ouvert avec les Ecrivains*' at the Port Louis Waterfront. In addition, a quiz competition was also held at the Book Festival at Caudan.

Prior to the Book Festival at the Port Louis Waterfront, the National Library organised the final of an Elocution Contest on the theme '*How to promote reading among youth in Mauritius?*' targeted at HSC students in the Search Room of the National Library on 23rd April, 2012. The public was cordially invited to all the above activities.

Commemoration of the 112th Birth Anniversary of SSR

In the context of the Commemoration of the 112th anniversary of the birth of Sir Seewoosagur Ramgoolam, the father of the nation, the National Library organized a series of activities in the Search Room from 17 to 22 September, 2012.

In the same context, the following activities were organized:

- (a) a quiz competition on SSR was organized for Form IV students in Port Louis, prizes for the winners was offered during that Ceremony;
- (b) An exhibition of books written on SSR and available at the National Library;
- (c) An exhibition of press articles written by SSR himself under the pseudonym '*Thumb Mark II*';
- (d) A compilation and distribution of a bibliography on SSR and;
- (e) A Round Table on the theme '*SSR and International Relations*'.

The following experts who know the subject very well and they have to their credits publications of several books on SSR, were invited for the Round Table namely, Mr Tsang Man Kin, Mr S. Reddy, Mr Sydney Selvon, Mr Anand Mulloo and Mr Sedley Assonne. The Round Table was a success and was very much appreciated by the participants as well as the audience present.

6. THE STAFF

Management

- Mrs Toolsee Kreetee **Ramnauth** assumed duty of Director of the National Library with effect from 26 November 2012

Resignation of Staff

- Ms Nushruth Bibi **Fakeermahamood**, *Library Attendant*, resigned from her post with effect from 02 July 2012

Farewell

On 21st December, 2012, a Farewell party was organized in honour of the Director of the National Library. All staff attended and a token was offered to him

7. PROMOTING HUMAN RESOURCE AND DEVELOPMENT

Participation of the Officer-in-Charge to International Conferences & Seminars

Mr Premchand Hauroo, Officer-in-Charge of the National Library, attended the African Public Libraries Summit, held in Johannesburg from 19th to 21st September 2012.

This summit was the 1st ever Public Libraries Summit covering the African Continent and 53 countries participated in it, out of which 47 were African. Mauritius was represented by the Hon. Mookhesswur Choonee, Minister of Arts & Culture and the Officer-in-Charge of the National Library. The summit was a follow up of a resolution taken last year at Pretoria.

The broad objectives of the summit were to:

1. engage African policy makers and public library leaders to engage on libraries' contribution to development priorities;
2. share stories and experiences about public libraries having impart from across Africa and developing countries around the world ;
3. consider the creation of an African Public Library network

The Hon. Mookhesswur Choonee, Minister of Arts and Culture was invited to present the case of Mauritius and he made an impressive intervention. After three days of discussions and deliberations, a communiqué was endorsed by the Summit for the creation of pan-African Public Libraries Summit.

Participation of the National Library Board Members and Staff of the National Library to the 6th regional Pravasi Bharatiya Divas

This year, Mauritius hosted the 6th regional Pravasi Bharatiya Divas from 26th to 28th October 2012 at the Mahatma Gandhi Institute.

The National Library was invited by the Ministry of Arts and Culture, our Parent Ministry, to participate in the said event.

National Library Board members as well as staff of the National Library participated in the 3-days event.

TRAINING OFFERED TO THE STAFF OF THE NATIONAL LIBRARY

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.

- Mrs Bibi Nassim **Meer-Hossen**, *Senior Library Clerk*, followed the *Digital Library Practices and Information Technology Application for Knowledge Management Course* under the ITEC/SCAAP Programme for the year 2011/2012, 2nd Semester, at the Fluid Control Resarch Institute, in Palakkad, Kerala, India, from 01 to 10 January 2012.
- Mrs Sandhya Devi **Ramdhean**, *Clerk/Word Processing Operator* and Mrs Coumaravadee **Curoopen**, *Library Officer*, attended a Half-Day Workshop in connection with Safer Internet Day 2012 on the theme ‘*Child Online Safety*’ on 08 February 2012, organised by the National Computer Board.
- Mr Chandrassen **Cahaneea**, *Assistant Procurement and Supply Officer*, attended a Briefing Session on measures to promote participation of SMEs in Public Procurement on Thursday 19 April 2012, conducted by officers of the Procurement Policy Office.
- Mrs Veena **Suggoona**, *Library Officer*, attended a Two Days Workshop on *Preservation, Conservation and Digital Archiving* on Thursday 31 May and Friday 01 June 2012, co-organised by the University of Technology, Mauritius (UTM) and the Information and Communication Technologies Authorities (ICTA)
- Mrs Chintamani Devi **Sahadew**, *Library Officer*, attended a Three Days Workshop on *Creative Writing Techniques/Skills* from Monday 06 to Wednesday 08 August 2012, co-organised by the President’s Fund for Creative Writing (under the aegis of the Ministry of Arts and Culture) and the Open University of Mauritius
- Mr Premchand **Hauroo**, *Officer-in-Charge* and Mr Mahen **Mathoorasing**, *Senior Accounts Officer*, attended a Workshop on Corporate Governance on the theme “*Relevance of Audit Committee in State-Owned Enterprises (SOEs)*” on 12 September 2012, organised by the Office of Public Sector Governance – Prime Minister’s Office
- Mr Ibrahim **Ramjaun**, *Acting Senior Librarian*, attended a Working Session (*UNESCO/EU Technical Assistance Programme in support of the 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions*) on the theme “*Education Strategy for the Cultural Industries*” on 19 September 2012, hosted by the Ministry of Arts and Culture
- Mr Sangaren Naidu **Chenganna**, *Library Officer*, attended a Working Session (*UNESCO/EU Technical Assistance Programme in support of the 2005 Convention on the Protection and Promotion of the Diversity of Cultural Expressions*) on the theme “*Digital Technology, Digital Rights Management (and IPR) and Developing Digital Products*” on 19 September 2012, hosted by the Ministry of Arts and Culture

- Mr Sangaren Naidu **Chenganna**, *Library Officer*, attended a Five-Days Workshop on the open source software “*Greenstone*” from 24 to 28 September 2012 organised by the Agence universitaire de la Francophonie
- Mrs Coumaravadee **Curoopen**, *Library Officer*, attended a One-Day Consultative Workshop on “*Inventory of Intangible Cultural Heritage of the Republic of Mauritius*” on Wednesday 24 October 2012 hosted by the National Heritage Fund in collaboration with the University of Mauritius
- Mrs Coumaravadee **Curoopen**, *Library Officer*, attended a Half Day Consultative Workshop on “*Inventory of Intangible Cultural Heritage of the Republic of Mauritius*” on Friday 09 November 2012 hosted by the National Heritage Fund in collaboration with the University of Mauritius
- Mr Jayen **Ramsamy**, *Senior Library Officer*, attended a Half-Day Training Course for Webmasters on the *New GWP Platform* on Thursday 22 November 2012 organised by the Government Online Centre
- Mrs Coumaravadee **Curoopen**, *Library Officer*, attended a Two-Hour Training on the theme “*MAURITIUS UNLIMITED: Create, Share, Enjoy*” on Thursday 29 November 2012, organised by the National Productivity and Competitiveness Council
- Mrs Veena **Suggoona**, *Library Officer*, attended a Consultative Workshop organised by the National Heritage Fund on Saturday 15 December 2012 at the University of Mauritius on the ‘*Inscription of Elements of Intangible Cultural Heritage of Mauritius on the UNESCO Representative List of Intangible Cultural Heritage of Humanity*’
- Mrs Soonita **Kistamah**, *Chairperson of the National Library Board*, Mrs Toolsee Kreetee **Ramnauth**, *Director of the National Library* and Mooneswarsingh **Mathoorasing**, *Senior Accounts Officer*, attended a Workshop on ‘*Good Governance*’ organised by the Ministry of Arts and Culture on Thursday 20 December 2012 at the Grand Baie International Conference Centre.

COMMITTEES AND MEETINGS ATTENDED BY STAFF OF NL DURING PERIOD 01 JANUARY TO 31 DECEMBER 2012

- Mr Mooneswarsingh **Mathoorasing**, *Senior Accounts Officer*, was delegated in January 2012 to attend a meeting on Budgetary Allocation for the year 2012 on Thursday 05 January 2012 at the Ministry of Arts and Culture
- Mr Premchand **Hauroo**, *Officer-in-Charge*, attended an Evaluation Committee for the *Upgrading of the British Period Gallery 1810-1968 at the National History Museum, Mahebourg* on Friday 22 June 2012 at the Mauritius Museums Council
- Mrs Coumaravadee **Curoopen**, *Library Officer*, attended a Consultative Meeting on Friday 26 October 2012 at the University of Mauritius, following a One-Day Consultative Workshop on '*Inventory of Intangible Cultural Heritage of the Republic of Mauritius*'
- Mr Ibrahim **Ramjaun**, *Ag. Senior Librarian*, attended a meeting on *Global Forum on Migration & Development Mauritius 2012* on Wednesday 14 November 2012 at the Ministry of Arts and Culture
- Mr Chandrassen **Cahanea**, *Assistant Procurement and Supply Officer*, attended a meeting on Monday 17 December 2012 at the Procurement Policy Office, in connection with submission of report of procurement activities

TALK ATTENDED BY STAFF OF THE NATIONAL LIBRARY

- Mr Ibrahim **Ramjaun**, *Ag. Senior Librarian*, attended a Talk on Tuesday 27 November 2012 delivered by Professor Mervyn King on the theme "*International Governance Trends and Corporate Reporting in a changed world*", organised by the Office of Public Sector Governance in collaboration with the University of Mauritius.

TALK OFFERED TO STAFF OF THE NATIONAL LIBRARY

- Mrs **S. Luchmun** and Mrs **P. Camiah-Goojha**, *Team Leaders - Pensions* at the State Insurance Company of Mauritius Ltd, conducted an important presentation on the Application of the *Statutory Bodies Pension Funds Regulations 2011* to staff members on 28 February 2012.
- Mr **J. Dahoo** from the Employees Welfare Fund, made a presentation on the services offered by the Fund as well as different loan schemes available, to staff of the National Library on 09 March 2012.

ITEC DAY CELEBRATION 2012

- Mr Jayen **Ramsamy**, *Senior Library Officer*, Mrs Veena **Suggoona**, *Library Officer* and Mrs Nassim **Meer-Hossen**, *Senior Library Clerk*, who benefited from training in India under the Indian Technical & Economic Cooperation (ITEC) Programme for the year 2009 to 2011 were invited by the Ministry of Finance & Economic Development to a Get-Together at the Indira Gandhi Centre for Indian Culture, Phoenix on Friday 05 October 2012 at 18.00 hours

PROMOTING HUMAN RESOURCE DEVELOPMENT

University of Mauritius Students from the Faculty of Social Studies and Humanities following the Diploma Course in Library and Information Studies

Students of the University of Mauritius following the *Diploma Course in Library and Information Science* were on a training placement at the National Library to have a brief introduction of the various library tasks as follows:

1. Library Placement I – University of Mauritius – Diploma in Library and Information Science Yr I Students – 28th May to 01st June 2012

- (a) Ms M. O. Stephanie **LANGEVIN**
- (b) Ms Jaycika **PENTAYYA**
- (c) Mr M. Ziad **SUBDAR**

2. Library Placement II – University of Mauritius – Diploma in Library and Information Science Yr II students – 04th to 08th June 2012

- (a) Ms Bharatee Kumari **BACHOO**
- (b) Ms Delphine **MAGON**
- (c) Ms Padmini **NAUGAH**

TRAINING OFFERED BY THE NATIONAL LIBRARY IN-TRAINING PLACEMENT

- Mrs Vedusy **Dussoruth** and Ms Tanuja **Subron**, students of the Diploma Course in Library and Information Science (second year) at the University of Mauritius, were given the opportunity to follow an in-training placement at the National Library during the month of December 2012.

8. CORPORATE MATTERS

VISITORS TO THE NATIONAL LIBRARY

13 February 2012

Ms Karine Larose, *Digitisation Officer* – Wellcome Library, London, visited the National Library to have an insight on libraries in Mauritius.

21 February 2012

Mrs Pamela Howard-Reguindin, *Director – Library of Congress, Nairobi*, on visit to Mauritius, made a courtesy call at the National Library. She also had a guided tour of the Library.

28 February 2012

Mr Megh Pillay, *Director – State Trading Corporation*, accompanied with Executives of the Corporation, made a courtesy call at the National Library. They also had a guided tour of the National Library.

03 April 2012

Ms Marie Rose De Lima Edouard, *Commissioner for Youth, Community Development and Library Services*, Rodrigues Regional Assembly, made a courtesy call at the Library and had a working session with Mr Premchand Hauroo, *Officer-in-Charge* of the National Library.

08 June 2012

Mr Justin O'Connor, *English expert from UNESCO*, on mission in Mauritius, had a working session with Mr Premchand Hauroo, *Officer-in-Charge* of the National Library

30 July 2012

Prof. Dr. Chan E. S. Choenni, *Professor at the Vrije University in Amsterdam*, on visit to Mauritius, made a courtesy call at the National Library. He also had a guided tour of the Library by Mr Premchand Hauroo, the *Officer-in-Charge*.

10 October 2012

Ms Kikko Maeyama, *Officer-in-Charge, UN Dag Hammarskjöld Library and Coordinator of Consortium and Acquisitions*, on visit to Mauritius, made a courtesy call at the National Library. Ms Maeyama could also have a guided tour of the Library.

MEETINGS AND COMMITTEES ATTENDED BY THE OFFICER-IN-CHARGE DURING PERIOD 01 JANUARY TO 31 DECEMBER 2012

During the year under review, the Officer-in-Charge of the National Library attended the following committees and meetings:

- Budgetary Allocation – Year 2012, *Ministry of Arts and Culture*
- Centre de Lecture Publique et d'Animation Culturelle – CELPAC, *Ministry of Arts and Culture*
- Commemoration of the 178th Anniversary of the Arrival of Indentured Labourers in Mauritius – 02 November 2012, *Ministry of Arts and Culture*
- Global Forum on Migration and Development 2012, Cultural Programme, *Ministry of Arts and Culture*
- International Day for African Writers 2012 – ‘13^{ème} Colloque du Comité International des Etudes Créoles’, *Ministry of Arts and Culture*
- Management Meeting with Parastatal Bodies, *Ministry of Arts and Culture*
- Mauritius Council of Registered Librarians
- National Day Celebrations 2012 – ‘Festival Mauricien’, *Ministry of Arts and Culture*
- President Fund for Creative Writing, *Ministry of Arts and Culture*
- Public Records Appraisal Committee, *National Archives Department*
- Memory of the World National Committee, *Ministry of Arts and Culture*
- 112th Birth Anniversary of Sir Seewoosagur Ramgoolam – 18th September 2012, *Ministry of Arts and Culture*
- Sub-Working Group of the National Audiovisual Archiving, *Information & Communication Technologies Authority*
- Unveiling of bust of Sir Harilal Vagjee, *Mauritius National Assembly*

NATIONAL LIBRARY

(REPUBLIC OF MAURITIUS)



STRATEGIC PLAN

2011-2013

Table of Contents

	Page
Introduction	2
Historical Background	3
Statutory Responsibilities of the National Library	4
Vision	5
Mission Statement	6
Planning Context	7
Swot Analysis	8 - 10
Goals and Strategic Objectives	11 - 13
Action Plan	14 - 34

INTRODUCTION

The National Library of the Republic of Mauritius was established as a body corporate under the National Library Act 1996 No. 32.

The main role of the National Library of Mauritius is to build the most comprehensive collection of our national heritage by collecting, receiving and preserving all publications and productions printed and produced in Mauritius for present and future generations. The main source of its acquisition is by means of the legal deposit system as per the National Library Act 1996 which stipulates that every printer in Mauritius is required to deposit free of charge with the Director of the National Library six copies of each publication, be it a book, periodical, report, newspaper or any other printed document. The same rule applies to all the producers in Mauritius who have to deposit six copies of any non-print materials produced. To ensure that access is given to the most comprehensive collection of Mauritian materials, the National Library has also to acquire all print and non-print materials published abroad, whose subject matter is related to Mauritius. Along with, the National Library will build a collection of foreign reference materials on different subjects of interest to Mauritius.

Equally of vital importance to the nation is the conservation of our cultural heritage – ways and means are being worked by the National Library out to preserve and conserve documents for generations to come.

The aim of the National Library is to become the foremost library in Mauritius in the dissemination of both retrospective and current information, utilizing modern techniques and other technological advances. The National Library is at the service of the Mauritian people, for the purpose of their research, scholarship, creativity and of the international community.

The National Library, since its inception, has been guided by its strategic plan. It is the third strategic plan that the National Library is elaborating for its sustained development.

HISTORICAL BACKGROUND

The establishment of a national resource centre in Mauritius, was first proposed in 1959 by the Mauritian historian, Dr A. Toussaint ⁽¹⁾. In 1965, the Sydney Hockey Report ⁽²⁾ recommended the setting up of a central library system. This was supported by several subsequent reports: the K.C Harrison Report (1978) ⁽³⁾ and the Pope Report (1988) ⁽⁴⁾.

The Fulbright Alumni Association was the catalyst in the establishment of the National Library. It organised, in 1992, a seminar on the need for Mauritius to have a National Library and its recommendation on the urgent necessity of setting up a National Library was sent to Government for necessary action.

In December 1996, the National Library Bill was presented at the National Assembly. The proclamation of the National Library Act and Regulations on legal deposit, were gazetted in October 1997. The National Library Board was constituted in December 1997. The Prime Minister, Dr. N. Ramgoolam, in the presence of the then Minister of Arts and Culture, Mr. J. Tsang Mang Kin, officially inaugurated the National Library on the 8th December, 1999.

1. **Auguste Toussaint**
Report of the Technical Committee on Libraries – 1959.
2. **S.W. Hockey**
Development of Library services in Mauritius – November 1965, Mauritius
3. **K.C. Harrison**
Libraries, Documentation & Archives Services (Report prepared for the Government of Mauritius by UNESCO) – Paris, 1978
4. **Elsbeth Pope**
Final report and recommendations to the Ministry of Education, Arts & Culture – March 28, 1988

STATUTORY RESPONSIBILITIES OF THE NATIONAL LIBRARY

The statutory responsibilities of the National Library are:

- To promote and encourage the use of library materials;
- To acquire library materials generally and in particular, a comprehensive collection of library materials relating to Mauritius;
- To collect, receive and preserve all library materials required to be deposited in the library;
- To lend library materials to the public through other libraries;
- To make library materials available to the public for reference;
- To participate in planning library services in Mauritius, promote research in library fields and provide assistance in information handling techniques;
- To act as the national bibliographic centre and maintain the national bibliography and other bibliographies;
- To act as an organising agency for national and international lending and exchange of library materials; and
- To initiate and promote cooperation between the library and other libraries, both local and overseas.

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.

PLANNING CONTEXT

The National Library of Mauritius has to be responsive to the continually changing environment, which will have an influence on its development.

- Mauritius is moving into the information and knowledge age.
- Mauritius is fast adopting new information and communication technologies.
- Emergence of new economic sectors. Knowledge management is becoming a vital aspect of economic, political and social activities.
- New developments are taking place in the educational sector, especially at the tertiary level, where new institutions are being established and distance-learning mode is rapidly expanding.
- Increasing demand on Library and Documentation centres.
- Exponential growth of documents published every year.
- Development of electronic form of publishing.

Regional co-operation and integration are also high on the national agenda. Mauritius is positioning itself to play a key role within the Indian Ocean Commission, the Common Market for Eastern and Southern Africa, the Southern Africa Development Community and the Indian Ocean Rim Association for Regional Cooperation.

As far as the National Library is concerned, the implications include:

- greater collaboration and networking with national libraries and information agencies of the Indian Ocean region and internationally, particularly in areas such as acquisition, exchange and opportunities for dissemination.
- Increased interaction between staff of National Library and personnel of other information institutions.
- Formulation of a coordinated strategy relating to electronic information.

SWOT ANALYSIS

Strengths

- The Board of the National Library consists of mainly academics and professionals, very conversant in librarianship, who can offer the best guidance in the development of the Library.
- The National Library commands the support of policy makers.
- The National Library has established itself as the apex institution in the library sector in Mauritius.
- The National Library is affiliated to the International Federation of Library Association (IFLA)
- Compliance of printers and producers with legal deposit regulations, as stipulated under the National Library Act 1996, ensures regular and constant inflow of documents.
- Friendly countries, international agencies, mass media and the Mauritian public at large are supportive of the National Library.
- The services offered by the National Library are mostly free. Paid services are offered at a nominal charge.
- The availability of a salubrious environment and a spacious Search Room are conducive to research and study.
- The National Library has online an Open Access Catalogue, whereby bibliographical details of the Mauritiana Holding of the National Library are shown.
- The National Library has a rich collection of International Monetary Fund, European Union and United Nations documents.

Weaknesses

- Building not appropriate to house a National Library.
- Inadequate floor space to house the ever increasing number of library materials.
- The National Library is still currently operating with a minimum staff due to lack of fund and inappropriate infrastructure.
- The National Library may seem to be perceived as an institution which caters for information needs of the elite only, i.e., researchers, scholars, academics, historians, journalists, etc.
- The Mauritiana collection is far from being exhaustive (There are gaps in the collection).
- Several documents (rare books, old manuscripts and newspapers) need to be restored and preserved.

- The amount and variety of library materials related to Mauritius, which are published abroad and housed in overseas national libraries, represent a big challenge for the library collection development.
- A national co-operative library system is yet to be established.

Opportunities

- The policy makers are fully committed to make Mauritius an information/knowledge-based society, especially in the context of the forthcoming cyber-island.
- As Mauritius moves in an information society, there will be more and more users. Access to knowledge and management of knowledge will become important for creative and innovative industries, financial services, planners, administrators, etc.
- Knowledge resource is vital for any development to take place in the country.
- Acquisition of a plot of land at Moka earmarked for the construction of the National Library's permanent building will provide the necessary space to enable the development and expansion of the National Library.
- With expected liberalisation of telecommunication and a fall in the cost of internet charges, technology can be more easily harnessed to encourage the free flow of information.
- Mauritius has a high rate of literacy. In addition, an increasing number of Mauritians is computer literate.
- Growth in the number of students undergoing tertiary education, through the traditional channel or distant mode will lead to greater use of the Library.
- Mauritius is witnessing a dynamic growth in literature output/productions. This augurs well for the National Library.
- Friendly countries, international agencies, mass media and a wide section of the public are supportive of the establishment of a National Library in Mauritius. Opportunities must therefore be tapped systematically.

Threats

- The rising cost of information resources, for example, subscription to electronic databases may hamper the efforts of the National Library to provide a wider range of information services.
- Because of competing demand for public funds, the National Library may not get the required funds for future development.
- Difficulty of recruiting librarians with certain specific skills, for example, in the field of indexing or preservation and conservation of documents.

GOALS AND STRATEGIC OBJECTIVES

1st. Provide a comprehensive collection of the country's literature.

Strategic Objective:

- Act as the main collection of the National Literature (a) through the legal deposit and (b) through the acquisition of foreign literature (i) about the country (ii) of interest to the country and the collection of the country's manuscripts and private papers.

2nd. Conserve the collection as a national heritage in favorable conditions and environment for present and future generations.

Strategic Objective:

- Set up preservation units for the care of all library materials.

3rd. Act as a National Bibliographic Centre.

Strategic Objectives:

- Provide the necessary bibliographic tools that will make literature accessible, such as the National Bibliography and subject bibliography.
- Record bibliographic data in a standardized form.
- Develop and maintain bibliographic database relevant to the country.
- Provide indexing and abstracting services.

4th. Provide dynamic leadership in the establishment of a national system of library and information service.

Strategic Objectives:

- Participate and assist in the planning of library services in the country.
- Provide assistance in information handling techniques.
- Conduct research on library techniques.
- Provide services to the different relevant authorities.
- Provide professional training.
- Formulate national standard, for information handling techniques.

5th. Be the focal point of libraries in Mauritius and act as a link with overseas libraries.

Strategic Objectives:

- Act as an organising agency for national and international lending and exchange of library materials.
- Provide access to the National Library's catalogue for other libraries.
- Provide a focal point for linkage with and access to international data banks.

6th. To be recognised as a vital national institution in the provision of information by creating an awareness among the people in Mauritius about the importance of the National Library.

Strategic Objectives:

- Develop outreach strategies.
- Develop and implement innovative projects to give a good image of the National Library.

7th . Establish a digitization programme

Strategic Objective:

- Invest in technology that will ultimately lead to the creation of a digital library, along with a traditional library.
- Provide training to handle equipment
- Digitize old documents having historical and cultural values, which presently cannot be made available for consultancy to avoid the risk of usual wear and tear.
- Make the digitalized materials accessible to users over a network of libraries.

8th . Set up a Training Unit within the Library.

Strategic Objective:

- Provide in-house training along with overseas training courses that will empower staff to take decisions and enhance their capacity to offer excellent services.

9th . Development of e-services

Strategic Objectives:

- Disseminate the library collection through SMS and other e-services to satisfy the information needs.
- Publish Mauritiana collection (including dissertations and theses) on the Library's website.

ACTION PLAN

STRATEGIC OBJECTIVE: 1

Provide a comprehensive collection of the country's literature.

Act as the main collection of the national literature (a) through the legal deposit and (b) through the acquisition of foreign literature (i) about the country (ii) of interest to the country and the collection of the country's manuscripts and private papers.

TARGET	BY WHEN	BY WHOM
Advise printers and producers of their obligations in respect with legal deposit regulations	Ongoing	Library Staff
Publication of the Collection Development Policy Statement(New)	2012	Management & Library Staff
Acquire relevant library materials from overseas	Ongoing	Management
Acquire private collections, manuscripts and theses locally, which do not fall under legal deposit regulations	Ongoing	Management
Collaborate with local booksellers and maintain standing orders with them	Ongoing	Management
Visit printers and producers as per Regulations on legal deposit	Ongoing	Management & Library Staff
Initiate ISSN	Ongoing	Management
Manage the bookstall	Ongoing	Management

STRATEGIC OBJECTIVE: 2

Conserve the collection as a national heritage in favourable conditions and environment for present and future generations.

Set up preservation units for the care of all library materials.

TARGET	BY WHEN	BY WHOM
Construct a purpose-built complex		Government
Consolidate the bindery	Ongoing	Management
Consolidate the microfilm unit by acquiring more equipment	2013	Management
Microfilm newspapers	Ongoing	Management
Train staff in preservation techniques – de-acidifying and restoration of materials	Ongoing	
Photocopy/scan rare and slightly damaged documents	Ongoing	Management
Provide a secondary storage for Mauritiana collection (New)	2013	Management

STRATEGIC OBJECTIVE: 3*Act as a National Bibliographic Centre*

Provide the necessary bibliographic tools that will make literature accessible, such as the National Bibliography and subject bibliography.

TARGET	BY WHEN	BY WHOM
Compile the current National Bibliography (Annual)	Ongoing	Library Staff
Compile the retrospective National Bibliography	Ongoing	Library Staff
Up-date and edit the National Union Catalogue of Mauritiana.	Ongoing	Library Staff
Compile subject bibliographies (Annual). (one per year)	Ongoing	Library Staff
Update and maintain the National Union Catalogue of Periodicals.	Ongoing	Library Staff
Provide Online Public Access Catalogue of Mauritiana.	Ongoing	Library Staff
Provide online reference services.	Ongoing	Library Staff

STRATEGIC OBJECTIVE: 3*Act as a National Bibliographic Centre**Record bibliographic data in a standardised form.*

TARGET	BY WHEN	BY WHOM
Process library materials	Ongoing	Library Staff
Computerise/digitalized the Library Catalogue	Ongoing	Library Staff or private firm
Monitor the cataloguing in publication system	Ongoing	Management
Formulate standard for information handling techniques (New)	2013	Management

STRATEGIC OBJECTIVE: 3*Act as a National Bibliographic Centre**Develop and maintain bibliographic database relevant to the country.*

TARGET	BY WHEN	BY WHOM
Compile the current National Bibliography (Annual)	Ongoing	Library Staff
Compile the retrospective National Bibliography	Ongoing	Library Staff
Up-date and edit the National Union Catalogue of Mauritiana	Ongoing	Library Staff
Compile list of theses & dissertations (New)	Ongoing	Library Staff

STRATEGIC OBJECTIVE: 3*Act as a National Bibliographic Centre**Provide indexing and abstracting services.*

TARGET	BY WHEN	BY WHOM
Continue indexing and abstracting of newspapers and periodicals	Ongoing	Library Staff

STRATEGIC OBJECTIVE: 4

Provide dynamic leadership in the establishment of a national system of library and information service.

Participate and assist in the planning of library services in the country.

TARGET	BY WHEN	BY WHOM
Hold meetings of Librarians of different libraries of Mauritius	Ongoing	Management
Develop common project, i.e. the publication of the National Union Catalogue of Mauritiana	Ongoing	Management

STRATEGIC OBJECTIVE: 4

Provide dynamic leadership in the establishment of a national system of library and information services.

Provide assistance in information handling techniques.

TARGET	BY WHEN	BY WHOM
Provide consultancy on request.	Ongoing	Management
Formulate national standard for information handling technique (New)	2013	Management

STRATEGIC OBJECTIVE: 4

Provide dynamic leadership in the establishment of a national system of library and information services.

Provide professional training.

TARGET	BY WHEN	BY WHOM
Ask foreign experts to train library staff of the National Library	Ongoing	Foreign countries/embassies
Train library staff abroad	Ongoing	Foreign countries/institutions/scholarships
Continue to provide an in-house training programme for library officers and library clerks of other libraries of Mauritius	Ongoing	Management
Update the Staff Development Plan	2013	Management
Organise workshop/seminar for librarians of other institutions	Ongoing	Management and Library

STRATEGIC OBJECTIVE: 5

Be the focal point of libraries in Mauritius and act as a link with libraries overseas.

Act as an organising agency for national and international lending and exchange of library materials.

TARGET	BY WHEN	BY WHOM
Provide resource sharing: as a national centre for national and international inter-lending	Ongoing	Management
Promote international library co-operation	Ongoing	Management
Enter into agreements with overseas libraries for the exchange of information, of bibliographic records and of staff	Ongoing	Management
Attend regional, international conference/seminars on library and information matters	Ongoing	Management
Liaise with other overseas libraries on all matters of national interest	Ongoing	Management

STRATEGIC OBJECTIVE: 5

Be the focal point of libraries in Mauritius and act as a link with libraries overseas.

Provide access to the National Library's catalogue for other libraries.

TARGET	BY WHEN	BY WHOM
Computerise/digitalize the library catalogue	Ongoing	Library Staff/or private firm
Promote local and international library co-operations	Ongoing	Management
Develop working relationship with overseas libraries	Ongoing	Management
Consolidate the Antenna of the National Library in Rodrigues	Ongoing	Management

STRATEGIC OBJECTIVE: 5

Be the focal point of libraries in Mauritius and act as a link with libraries overseas.

Provide a focal point for linkage with and access to international data banks.

TARGET	BY WHEN	BY WHOM
Promote international library co-operation	Ongoing	Management
Continue to develop working relationship with overseas libraries	Ongoing	Management
Visit some National Libraries overseas in view of signing protocol d'accord for mutual benefit	2011-2013	Management
Affiliate the National Library to:	2011	Management
(a) the Standing Conference of African National and University Libraries in Eastern, Central and Southern Africa,		
(b) the Standing Committee on national libraries (IFLA)	2013	Management

STRATEGIC OBJECTIVE : 6

To be recognised as a vital national institution in the provision of information by creating an awareness among the people in Mauritius about the importance of the National Library.

Develop outreach strategies.

TARGET	BY WHEN	BY WHOM
Develop outreach tools – newsletters, brochures, pamphlets, video films	Ongoing	Library Staff
Update the website regularly	Ongoing	Library Staff
Mount exhibitions at regular intervals throughout the island	Ongoing	Library Staff
Carry out public relation exercises through essay competitions, study tours, visits, etc	Ongoing	Management
Publication programme (One publication per annum)	Ongoing	Management

STRATEGIC OBJECTIVE : 6

To be recognised as a vital national institution in the provision of information by creating an awareness among the people of Mauritius about the importance of the National Library.

Develop and implement innovative projects to give a good image of the National Library.

TARGET	BY WHEN	BY WHOM
Organise conferences by eminent personalities	Ongoing	Management
Sensitise students on the importance of the National Library by organising talks to colleges	Ongoing	Management

STRATEGIC OBJECTIVE: 7**Establish a digitization programme**

Invest in technology that will ultimately lead to the creation of a digital library.

TARGET	BY WHEN	BY WHOM
Carry out a cost analysis for the hardware, software and training needed	2012	Management
Acquire equipment through purchase or donation	2012	Management

STRATEGIC OBJECTIVE: 7**Establish a digitization programme**

Provide training to handle equipment.

TARGET	BY WHEN	BY WHOM
Train staff for the use of hardware and software	2012/13	Private firms

STRATEGIC OBJECTIVE: 7**Establish a digitization programme**

Digitize old documents having historical and cultural values which presently cannot be made available for consultancy to avoid the risk of usual wear and tear.

TARGET	BY WHEN	BY WHOM
Provide assistance	2011	Management
Digitization of out-of-copyright Mauritiana materials	Ongoing	Library Staff

STRATEGIC OBJECTIVE: 7**Establish a digitization programme**

Make the digitized materials accessible to users over a network of libraries.

TARGET	BY WHEN	BY WHOM
Upload the digitized material on the website of the National Library	2012	Library Staff
Provide access to these digitized materials online for public references	2012	Library Staff

STRATEGIC OBJECTIVE: 8**Set up a Training unit within the Library**

Provide in-house training along with overseas training courses that will empower staff to take decisions and enhance their capacity to offer excellent services.

TARGET	BY WHEN	BY WHOM
Set up a committee for training	2011	Management
Perform a training needs analysis within the institution and in various libraries	2012	Training Committee
Seek expertise from abroad	2011-2013	Foreign countries/Institutions
Devise an in-house training scheme for staff	2011-2012	Management
Provide yearly training programme	2013	Foreign countries/Institutions

STRATEGIC OBJECTIVE: 9**Development of e-services**

Disseminate the library collection through SMS and other e-services to satisfy the information needs.

TARGET	BY WHEN	BY WHOM
Provide basic e-reference service	2011	Library Staff
Initiate SMS service for Mauritiana collection	2011	Library Staff
Introduce tailor-made/customised report on demand, which will be chargeable and delivered by email	2012	Library Staff

STRATEGIC OBJECTIVE: 9**Development of e-services**

Publish Mauritiana's collection (including dissertations and theses) on the Library's website.

TARGET	BY WHEN	BY WHOM
Identify and upload all publications on the National Library's website	2013	Library Staff
Sign Memorandum of Understanding regarding dissertations of theses	2012/13	Management
Upload electronic texts on website	Ongoing	Library Staff



NATIONAL LIBRARY

(Republic of Mauritius)



CONFIDENTIAL

ESTIMATES 2013

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

Tel No: 210-7121/211-9891

Fax No: 210-7173

E-Mail: natlib@intnet.mu

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

SEPTEMBER 2012

TABLE OF CONTENT

	Page No.
Statement of Estimated Expenditure & Revenue for the years 2013, 2014 & 2015	1
Personal Emoluments	2
Other Charges	3
} Recurrent expenditure	
Capital Expenditure	4
Projects / Activities	5
Sources of Finance	6

Organisation: NATIONAL LIBRARY

Statement of Estimated Expenditure and Revenue for the Years 2013, 2014 & 2015

	Revised Expenditure for Year 2012	Proposed Budget 2013		Total Proposed Budget 2013	Planned expenditure for Year 2014	Planned expenditure for Year 2015
		Pre-PRB 2013	Increase PRB 2013			
	Rs	Rs	Rs	Rs	Rs	Rs
EXPENDITURE						
Recurrent						
Personal Emoluments	9,823,099	11,293,900	1,742,400	13,036,300	13,287,200	13,606,200
Other Charges	6,984,040	4,906,100	150,800	6,298,800	6,704,800	7,052,800
Total Recurrent Expenditure	16,807,139	16,200,000	1,893,200	19,335,100	19,992,000	20,659,000
Capital	0	0	0	0	375,000	425,000
Projects / Activities	0	0	0	0	1,107,000	1,200,000
TOTAL EXPENDITURE	16,807,139	16,200,000	1,893,200	19,335,100	21,474,000	22,284,000
FINANCED BY						
Own Funds	269,055	74,444		74,800	0	0
Revenue Generated/Estimated	612,527	125,556		150,000	175,000	200,000
Government Grant - Recurrent	16,000,000	16,000,000		16,000,000	19,817,000	20,459,000
Government Grant - Capital					375,000	425,000
Government Grant - Projects/Activities					1,107,000	1,200,000
PRB 2013			1,893,200	1,893,200		
Additional funds required				1,217,100		
Total Recurrent funds	16,881,582	16,200,000	1,893,200	19,335,100	21,474,000	22,284,000
- Capital	0	0	0	0	0	0
- Projects	0	0	0	0	0	0
Other Sources	0	0	0	0	0	0
TOTAL REVENUE	16,881,582	16,200,000	1,893,200	19,335,100	21,474,000	22,284,000

**NATIONAL LIBRARY
ESTIMATES 2013
WORKINGS - PERSONAL EMOLUMENTS**

	ITEMS OF EXPENDITURE	Revised Expenditure 2012 (Actual)	Proposed Budget 2013		Total Proposed Budget 2013	Planned Budget Year 2014	Planned Budget Year 2015
			Pre-PRB 2013	Increase PRB 2013			
1	Salaries	6,527,310	7,968,900	1,323,100	9,292,000	9,451,200	9,613,800
2	Salary Compensation	382,032	0	0	0	0	0
3	Passage Benefits	205,300	343,700	59,700	403,400	425,000	473,000
4	Refund of unutilised sick leave	189,430	341,000	60,200	401,200	408,400	415,200
5	Allowances	322,656	30,000	0	30,000	40,000	50,000
6	End of year bonus	577,347	664,100	110,200	774,300	787,600	801,200
7	Overtime	1,297	5,000	0	5,000	6,000	8,000
8	Travelling	716,697	904,500	29,500	934,000	950,000	1,000,000
9	National Savings Fund	109,010	116,100	9,300	125,400	130,000	135,000
10	Family Protection Scheme	136,576	159,400	27,600	187,000	190,000	194,000
11	Pension (Sicom Ltd)	613,349	717,200	122,800	840,000	851,000	866,000
12	Uniform	42,095	44,000	0	44,000	48,000	50,000
		9,823,099	11,293,900	1,742,400	13,036,300	13,287,200	13,606,200

**NATIONAL LIBRARY
ESTIMATES 2013
WORKINGS - OTHER CHARGES**

	ITEMS OF EXPENDITURE	Revised expenditure 2012 (Actual)	Proposed Budget 2013		Total Proposed Budget Year 2013	Planned Budget Year 2014	Planned Budget Year 2015
			Pre- PRB 2013	Increase PRB 2013			
13	Rent	4,053,642	3,700,000	0	4,076,000	4,100,000	4,100,000
14	Chairperson & Board Member fees	320,818	250,000	150,800	450,800	450,800	450,800
15	Cleaning Materials/Services	36,332	15,000	0	15,000	17,000	20,000
16	Electricity	519,970	300,000	0	520,000	560,000	600,000
17	Telephone	333,571	200,000	0	250,000	275,000	325,000
18	Office Expenses	51,877	20,000	0	20,000	25,000	35,000
19	Postage	8,084	10,000	0	10,000	12,000	13,000
20	Cost of running Vehicles	95,610	50,000	0	75,000	100,000	125,000
21	Insurance on Equipment/Furniture	42,251	43,000	0	43,000	45,000	50,000
22	Printing & Stationery	170,502	103,100	0	150,000	175,000	200,000
23	Audit Fees	40,000	40,000	0	40,000	40,000	40,000
24	Repairs & Maintenance	427,725	30,000	0	410,000	430,000	450,000
25	Hospitality & Ceremonials	10,975	10,000	0	12,000	15,000	18,000
26	Computer Expenses	28,642	10,000	0	10,000	15,000	20,000
27	Books for Library	14,780	15,000	0	20,000	50,000	75,000
28	International Subscription/Contribution	34,487	36,000	0	36,000	38,000	39,000
29	Microfilm & Audio Visual Materials	28,059	10,000	0	15,000	100,000	150,000
30	Staff Welfare, Training & Development	2,500	5,000	0	5,000	10,000	15,000
31	Bank Charges	3,026	4,000	0	4,000	5,000	5,000
32	ISO Assessment Fees	12,000	12,000	0	12,000	12,000	12,000
33	World Book Day *1	0	0	0	30,000	40,000	50,000
34	Advertisement	60,479	8,000	0	10,000	15,000	20,000
35	Actuarial Fees (SICOM Ltd)	30,000	15,000	0	15,000	15,000	15,000
36	Workshop/Seminar	30,075	5,000	0	5,000	15,000	25,000
37	Office Furniture	7,730	0	0	25,000	50,000	75,000
38	Office Equipment	140,186	0	0	25,000	75,000	100,000
39	Legal fees	15,000	15,000	0	15,000	20,000	25,000
		6,518,321	4,906,100	150,800	6,298,800	6,704,800	7,052,800

*1 World Book Day is a self financing event.

**NATIONAL LIBRARY
ESTIMATES 2013
CAPITAL EXPENDITURE**

EQUIPMENT & FURNITURE

	ITEMS	2014	2015
1	Computers for the department (3) *1	250,000	300,000
2	Double-sided adjustable metal shelves for books (5) *2	125,000	125,000
		375,000	425,000

Justifications:

- *1 The National Library has acquired some ten computers immediately after its opening in the year 2000. Most of the computers are now outdated and are out of use. Upgrading computer equipment is necessary for the day-to-day library operations.
- *2 The National Library is running short of book shelves to house all its incoming materials and new acquisitions. New shelves are required to accomodate library materials.

**NATIONAL LIBRARY
ESTIMATES 2013
PROJECTS / ACTIVITIES**

The following projects which were initially proposed in the estimates 2013 have now been re-scheduled for the year 2014 and 2015 respectively, due to the fact that no funds have been made available by the parent ministry in the estimates 2013.

Planned Estimates 2014

1 DIGITISATION OF MAURITIANA DOCUMENTS

Old rare and historical Mauritiana documents falling in public domain need to be digitised to preserve their information content. If nothing is done, we are running the risk of further deterioration of the existing collection and losing their content for ever. To be able to get this project off the ground the following will be needed:

SN	Item	Cost	Total cost
		Rs	Rs
1	1 Heavy duty scanner with option of automatic turnpage	150,000	950,000
2	1 Server	800,000	
3	Software for digitisation - open source of software will be used	-	
	TOTAL	950,000	

2 CREATION OF A FULLY OPERATIONAL AUDIO-VISUAL UNIT

The National Library receives as legal deposit all local productions of the country. However, for lack of adequate infrastructure, no service has been developed. Need equipments and Audio/Video room for offering services. Requirements for this project:

SN	Item	Cost	
1	1 Projector	55,000	157,000
2	1 Vinyl Player	12,000	
3	1 DVD Player	10,000	
4	1 Video tape convertor	10,000	
7	2 Computers with DVD driver	70,000	
	TOTAL	157,000	
TOTAL COST OF PROJECTS / ACTIVITIES			1,107,000

Planned Estimates 2015

3 CONVERSION OF MICROFILMED NEWSPAPERS INTO DIGITAL FORMAT

The National Library has been using the Microfilming techniques for preservation of archives of newspapers. These newspapers printed on cheap quality paper are highly perishable and need to be converted into digital format. A first step in this digitisation process is microfilming the papers. However, the microfilms need to be digitised to ensure preservation of the content and easy dissemination online. Requirements for this project:

SN	Item	Cost	
1	1 Scanner for newspapers	900,000	1,200,000
2	1 Convertor of Microfilm to digital format	300,000	
	TOTAL	1,200,000	
TOTAL COST OF PROJECTS / ACTIVITIES			1,200,000

**NATIONAL LIBRARY
ESTIMATES 2013
SOURCES OF FINANCE**

Financial Year 2012

Rs

Funds available as at 01.01.12	269,055
Sundry Receipts	612,527
Recurrent Grant from Ministry of Arts and Culture	<u>16,000,000</u>
TOTAL	<u><u>16,881,582</u></u>

Financial Year 2013

Funds available as at 01.01.13	74,444
--------------------------------	--------

Expected revenues:

Sundry Receipts	125,556
Recurrent Grant from Ministry of Arts and Culture	<u>16,000,000</u>
TOTAL	<u><u>16,200,000</u></u>

**NATIONAL LIBRARY
ESTIMATES 2013
HUMAN RESOURCES**

Designation	No. of established posts	No. in post	Vacant post	Leave without pay
Director	1	1	-	
Senior Librarian	1	1	-	
Librarian	1	1	-	
Senior Library Officer	1	1	-	
Senior Accounts Officer	1	1	-	
Library Officer	6	6	-	
Confidential Secretary	1	1	-	
Office Supervisor	1	1	-	
Senior Library Clerk	1	1	-	
Accounts Clerk	1	1	-	
Assistant Procurement & Supply Officer	1	1	-	
Clerk/Word Processing Operator	3	2	-	1 (1 year wef Jan'13)
Library Clerk	2	2	-	
Binder	3	3	-	
Driver/Office Attendant	2	2	-	
Senior Library Attendant	1	1	-	
Library Attendant	4	3	1	
TOTAL	31	29	1	1

(120)
(a)

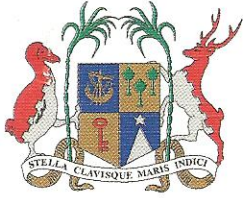
24 OCT 2013



REPORT OF THE
DIRECTOR OF AUDIT

**On the Financial Statements
of the National Library
for the year ended 31 December 2012**

NATIONAL AUDIT OFFICE



NATIONAL AUDIT OFFICE

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

NATIONAL LIBRARY	
Finance Section	
Received	28-10-13
Signature	<i>[Signature]</i>

Report on the Financial Statements

I have audited the accompanying financial statements of the National Library, which comprise the statement of financial position as of 31 December 2012, and the statement of financial performance, statement of cash flows and 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 Standards issued under Section 72 of the Financial Reporting Act, and in compliance with the Statutory Bodies (Accounts and Audit) Act and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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 financial statements give a true and fair view of the financial position of the National Library as of 31 December 2012, and of its financial performance and its cash flows for the year then ended in accordance with the Financial Reporting Framework and Standards issued under Section 72 of the Financial Reporting Act.

Emphasis of Matter

I draw attention to the fact that the National Library has been operating on deficit for some three years now. Negative reserve balance has risen from Rs 6,047,321, as of 31 December 2010, to Rs 7,409,295 as of 31 December 2012. Bank balances have, on the other hand, shown a continuous decline from Rs 830,260, as of 31 December 2010 to Rs 74,743 as of 31 December 2012.

My opinion is not qualified in respect of this matter.

Other matter

Expenditure totalling Rs 413,025 was incurred in excess of approved estimates in respect of 11 items of expenditure.

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 transactions and information reflected in the financial statements are in compliance with the laws and authorities which govern them.

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 respects, in compliance with the laws and authorities which govern them. This responsibility includes performing procedures to obtain audit evidence about whether the agency's expenditure and income have been applied to the purposes intended by the legislature. Such procedures include the assessment of the risks of material non-compliance.

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

Opinion on Compliance

Statutory Bodies (Accounts and Audit) Act

I have obtained all information and explanations I have required for the purpose of my audit.

In my opinion, the financial statements of the National library as of 31 December 2012 comply with the Statutory Bodies (Accounts and Audit) Act, in so far as they relate to the accounts.

Public Procurement Act

The National Library is responsible for the planning and conduct of its procurement. It is also responsible for defining and choosing the appropriate method of procurement and contract type in accordance with the provisions of the Public Procurement Act and relevant Regulations. My responsibility is to report on whether the provisions of Part V of the same Act regarding the Bidding Process have been complied with.

In my opinion, the provisions of Part V of the Act have been complied with as far as it appears from my examination of the relevant records.



(Dr R. JUGURNATH)
Director of Audit

National Audit Office
Level 14, Air Mauritius Centre
PORT LOUIS

22 October 2013



NATIONAL LIBRARY

(Republic of Mauritius)



FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR

1ST JANUARY 2012

TO

31ST DECEMBER 2012

1st & 2nd 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

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


30 April 2013

NATIONAL LIBRARY


STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2012

		2012	2011
ASSETS	Notes	Rs	Rs
Non Current Assets			
Property, Plant and Equipment	3	732,194	818,691
Current Assets			
Inventories		233,112	234,072
Trade and other Receivables	5	669,003	409,387
Cash & cash equivalents	6	74,743	269,054
		976,858	912,513
TOTAL ASSETS		1,709,052	1,731,204
FINANCED BY			
General Fund	7	(7,409,295)	(6,898,063)
Capital Grant	8	732,194	818,691
		(6,677,101)	(6,079,372)
Non-current Liabilities			
Employee Benefits (Defined Benefit Plan)	4	6,407,433	6,223,440
Current Liabilities			
Trade and other Payables	10	1,978,720	1,587,136
TOTAL EQUITY AND LIABILITIES		1,709,052	1,731,204

These financial statements have been approved by the Board on 30 April 2013



 Chairperson
 S. Kistamah (Mrs)



 Board Member
 I. Dassyne

Date: 30 April 2013

The notes on pages 5-11 form part of these financial statements

NATIONAL LIBRARY

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 DECEMBER 2012

		2012	2011
	Notes	Rs	Rs
REVENUE			
Revenue Grant	9	15,821,689	15,645,604
Deferred Income		264,808	256,188
Other Income	14	624,157	722,586
		<u>16,710,654</u>	<u>16,624,378</u>
EXPENSES			
Staff Cost	12	10,188,555	10,809,303
Administrative Cost	13	6,768,523	6,409,629
Depreciation of Assets	3.2	264,808	256,188
		<u>17,221,886</u>	<u>17,475,120</u>
Surplus/ (Deficit) for the year		<u>-511,232</u>	<u>-850,742</u>

NATIONAL LIBRARY

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2012

	2012 Rs	2011 Rs
OPERATING ACTIVITIES		
Surplus/(Deficit) for the year	-511,232	-850,742
Adjustment for item not involving cash		
Depreciation for the year	264,808	256,188
Deferred Income	-264,808	-256,188
(Gain) / Loss on sale of fixed assets	-6,500	-129,357
NET CASH GENERATED FROM OPERATING ACTIVITIES	<u>-517,732</u>	<u>-980,099</u>
WORKING CAPITAL CHANGES		
(Increase)/Decrease in Accounts Receivables	-259,616	107,003
(Increase)/Decrease in Inventories	960	16,204
(Decrease)/Increase in Accounts Payable	391,584	-165,976
Increase/(Decrease) in Pension Liability	183,993	332,305
NET MOVEMENT IN WORKING CAPITAL	<u>316,921</u>	<u>289,536</u>
INVESTING ACTIVITIES		
Purchase of Property, Plant & Equipment	-178,311	-354,396
Sale of Property, Plant and Equipment	6,500	129,357
NET CASH USED IN INVESTING ACTIVITIES	<u>-171,811</u>	<u>-225,039</u>
FINANCING ACTIVITIES		
Capital Grant	178,311	354,396
Net cash used in Financing Activities	<u>178,311</u>	<u>354,396</u>
Net (Decrease)/Increase in Cash and Cash equivalents	-194,311	-561,206
Cash and Cash equivalents at beginning of year	269,054	830,260
Cash and cash equivalents for the year ended 31 December 2012	<u><u>74,743</u></u>	<u><u>269,054</u></u>

NATIONAL LIBRARY

STATEMENT OF CHANGES IN GENERAL FUND FOR THE YEAR ENDED 31 DECEMBER 2012

	2012	2011
	Rs	Rs
Opening balance	-6,898,063	-6,047,321
Accumulated surplus / (Deficit) for the year	-511,232	-850,742
Closing Balance	<u>-7,409,295</u>	<u>-6,898,063</u>

**NATIONAL LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2012**

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 2012 with comparative information for the 12 months ended 31 December 2011.

(c) **Government Grant**

Recurrent grant amounting to Rs16m has been received from the government to meet recurrent expenditures of the National Library in the year 2012. 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
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2012

(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 PRB 2008 Report (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 Rs2,652,683.

(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 fo 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 2012

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 2012	17,594,720	1,330,518	508,752	485,596	19,919,586
Additions	154,286	7,730	0	16,295	178,311
Disposal	0	0	-23,292	0	-23,292
At 31 December 2012	17,749,006	1,338,248	485,460	501,891	20,074,605
3.2 Accumulated Depreciation					
At 01 Jan 2012	17,083,956	1,187,732	508,732	320,475	19,100,895
Charge for the period	187,761	45,387	0	31,660	264,808
Disposal	0	0	-23,292	0	-23,292
At 31 December 2012	17,271,717	1,233,119	485,440	352,135	19,342,411
3.3 At 31 December 2012	477,289	105,129	20	149,756	732,194
At 31 December 2011	510,764	142,786	20	165,121	818,691

* 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:

	2,012 Rs	2,011 Rs
Present value of funded obligation	17,617,704	16,985,427
(Fair value of plan assets)	-13,661,451	-12,278,486
	<u>3,956,253</u>	<u>4,706,941</u>
Unrecognised actuarial gain/(loss)	2,451,180	1,516,499
Liability recognised in Statement of Financial position	<u>6,407,433</u>	<u>6,223,440</u>

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

	2,012	2,011
Current service cost	738,203	688,985
(Employee Contribution)	-409,762	-416,632
Fund expenses	18,758	22,960
Interest Cost	1,698,543	1,978,304
(Expected return on plan assets)	-1,248,400	-1,301,027
Total, included in staff costs	<u>797,342</u>	<u>972,590</u>

NATIONAL LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2012

4.3 Movements in liability recognised in Statement of Financial position:

	2012	2011
	Rs	Rs
At start of year	6,223,440	5,891,135
Total staff cost as above	797,342	972,590
(Contributions paid by employer)	-613,349	-640,285
At end of year	<u>6,407,433</u>	<u>6,223,440</u>
Actual return on plan assets:	<u>1,057,168</u>	<u>446,873</u>

Main actuarial assumptions at end of year:

	%	%
Discount rate	10.00	10.50
Expected rate of return on plan assets	10.00	10.50
Future salary increases	7.00	7.50
Future pension increases	5.00	5.50

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	16,985,427	18,840,995
Current service cost	738,203	688,985
Interest cost	1,698,543	1,978,304
(Benefits paid)	-593,333	-2,152,204
Liability (gain)/Loss	-1,211,136	-2,370,653
Present value of obligation at end of period	<u>17,617,704</u>	<u>16,985,427</u>

4.5 Reconciliation of fair value of plan assets

Fair value of plan assets at start of period	12,278,486	12,949,860
Expected return on plan assets	1,248,000	1,301,027
Employer contributions	613,349	640,285
Employee contributions	409,762	416,632
(Benefits paid + other outgo)	-612,091	-2,175,164
Asset gain/(loss)	-276,455	-854,154
Fair value of plan assets at end of period	<u>13,661,051</u>	<u>12,278,486</u>

NATIONAL LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2012

4.6 Distribution of plan assets at end of period

	2012	2011
Percentage of assets at end of year	%	%
Government securities and cash	58.8	50.6
Loans	6.6	7.8
Local equities	21.0	23.2
Overseas bonds & equities	12.8	17.5
Property	0.8	0.9
Total	100	100

4.7 History of obligations, assets and experience adjustments

Year	Rs	Rs
Currency		
Fair value of plan assets	13,661,451	12,278,486
(Present value of defined benefit obligation)	<u>-17,617,704</u>	<u>-16,985,427</u>
Surplus/(Deficit)	-3,956,253	-4,706,941
Asset experience gain/(loss) during the period	-276,455	-854,154
Liability experience gain/(loss) during the period	1,211,136	2,370,653
Year	2013	
	Rs	
Expected employer contributions	656,555	

The actuarial valuation of the retirement benefits obligations was conducted by State Insurance Company of Mauritius Ltd (SICOM) as at 31 December 2012.

NATIONAL LIBRARY
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 DECEMBER 2012

5 TRADE & OTHER RECEIVABLES

	2012	2011
Prepayments	104,431	106,720
Car Loan	553,572	291,667
Other Receivables	11,000	11,000
	<u>669,003</u>	<u>409,387</u>

6 CASH AND CASH EQUIVALENT AS AT 31 DECEMBER 2012

	Rs	Rs
Savings Account	249,507	350,859
Current Account	-179,089	-83,516
Petty Cash	4,325	1,711
TOTAL	<u>74,743</u>	<u>269,054</u>

7 GENERAL FUND

Opening Balance	-6,898,063	-6,047,321
(Deficit)/Surplus of income over expenditure for the year	-511,232	-850,742
Closing Balance	<u>-7,409,295</u>	<u>-6,898,063</u>

8 GRANT - CAPITAL

As at 31 December 2011	818,691	720,483
Transfer from Recurrent Grant (recurrent grant used per Capital expenditure)	178,311	354,396
Deferred income	-264,808	-256,188
	<u>732,194</u>	<u>818,691</u>

9 GRANT - RECURRENT

Amount received during the period	16,000,000	16,000,000
Less Amount devoted to capital expenditure	-178,311	-354,396
	<u>15,821,689</u>	<u>15,645,604</u>

10 Trade & Other Payables

Passage Benefits	974,110	905,077
Car Loan	553,572	291,667
Other Payables	451,038	390,392
	<u>1,978,720</u>	<u>1,587,136</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 ACCOUNT
FOR THE YEAR ENDING 31 DECEMBER 2012

	2012	2011
	Rs	Rs
12 STAFF COSTS		
Salaries	6,531,705	6,736,954
Travelling	701,673	705,866
Passage Benefits	274,333	279,248
Staff Development, Training and Welfare	2,500	6,000
End of Year Bonus	577,160	582,118
Allowances	318,073	157,461
National Savings Fund	107,508	103,139
Civil Service Family Protection Scheme	8,448	8,184
Family Protection Scheme	128,130	131,222
Pension Contribution	797,342	972,590
Overtime	4,687	4,948
Uniform Allowance	42,095	33,410
Refund of Unutilised Sick Leave	295,990	590,128
Salary Compensation	382,032	231,551
National Pension Scheme	748	0
Levy	1,131	0
Refund of Vacation Leave	0	266,484
Cash in lieu of duty remission on car	15,000	0
	<u>10,188,555</u>	<u>10,809,303</u>
13 ADMINISTRATIVE COSTS		
Cleaning Services/materials	36,331	16,985
Insurance on equipment/Furniture	42,068	40,028
International Subscription/Contribution	34,487	35,938
World Book Day	462,126	434,358
Telephone	312,322	322,012
Stipend Allowance	0	6,309
Repairs and Maintenance	430,965	483,072
Electricity	582,782	584,729
Audit Fees	40,000	35,000
Board and Committee Fees	320,818	322,752
Rent	3,928,542	3,446,965
Bank Charges	3,626	5,030
Hospitality and ceremonial	15,975	54,951
Printing & Stationery	172,360	225,650
Computer expenses	38,934	9,775
Cost of running vehicles	95,537	185,564
Postages	8,084	10,335
General Expenses	83,282	74,885
ISO Fees	12,000	28,000
Advertisement	62,635	0
Publications	0	17,440
Microfilm & Audio visual materials	28,059	4,427
Stock written off	0	59,980
Donation (Publication)	960	1,034
Remittance to Mauritian Authors	11,630	4,410
Legal Fee	15,000	0
Actuarial Fee	30,000	0
	<u>6,768,523</u>	<u>6,409,629</u>
14 OTHER INCOME		
Sundry receipts	50,879	47,334
Sale of Publications (National Library)	0	3,575
Interest received on Savings A/C	48,648	51,442
World Book Day	506,500	449,218
Proceeds from sale of National Library's car	0	129,357
Proceeds from sale of National Library's autocytle	6,500	0
Donation received (Publications)	0	37,250
Sale of publications (Mauritian Authors)*	11,630	4,410
	<u>624,157</u>	<u>722,586</u>

* As at 31 Dec 2012, stock of unsold copies of books of Mauritian Authors to the value of Rs103,030 are kept at the National Library

CORPORATE GOVERNANCE STATEMENT

STATEMENT OF BOARD'S RESPONSIBILITIES IN RESPECT OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012.

The Board is responsible to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the National Library. In preparing those financial statements, the Board is required to:

- Select suitable accounting policies and apply them considerably;
- Take reasonable steps for the prevention and detection of fraud and other irregularities and to safeguard the assets;
- Make the judgment and estimates that are reasonable and prudent;
- State whether appropriate accounting standards have been followed;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the National Library will continue in business.

The Board confirms that it has complied with the above requirements in preparing the financial statements in compliance with the Statutory Bodies (Accounts and Audit) Act 1972, as amended in December 2009.

The Director has an overall responsibility for taking such steps, as are reasonably available to her, to safeguard the assets of the National Library and to detect fraud and other irregularities. The Board's systems have been designed to provide the Director with such reasonable assurance. Such systems should ensure that all transactions are authorized and recorded and that any material irregularities are detected and rectified within a reasonable time frame.

Risk Management

Management identifies, assesses and reports the various issues and risks affecting the National Library's activities. The Director is responsible to mitigate these risks using such measures, policies and procedures and other controls that she deems fit.

Governance

The Director endeavours to apply principles of good governance within the organization.

This report was approved by the Board and is signed on its behalf by:



S. Kistamah (Mrs)
CHAIRPERSON



I. Dassyne
BOARD MEMBER