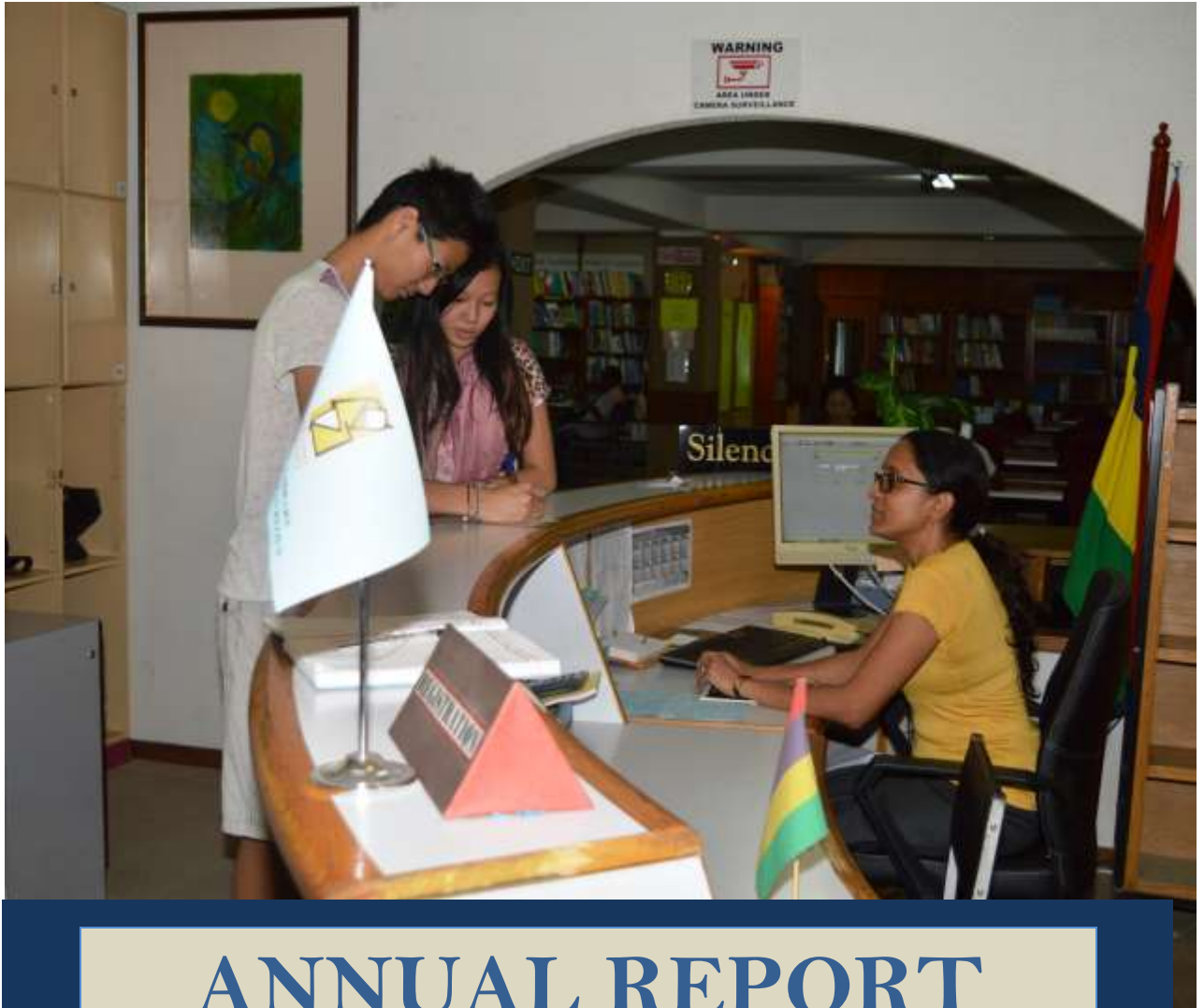




NATIONAL LIBRARY

REPUBLIC OF MAURITIUS



ANNUAL REPORT

2014

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Corporate Information



NATIONAL LIBRARY

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OUR VISION

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

MISSION STATEMENT

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

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CHAIRPERSON'S FOREWORD

Mrs S. Kistamah, Chairperson, National Library Board



I have much pleasure once again to present the Annual Report of the National Library for the year 2014. Despite the statu quo in budgetary allocation for the past six years, we have managed to pursue our mission to build the most comprehensive collection of our national heritage with the collaboration of our stakeholders. We have also successfully celebrated the World Book Day 2014, held an Exhibition on SSR in partnership with the Mauritius Post Ltd and signed an Memorandum of Understanding between the National Library of Mauritius and the National Library of China. It is also worthy to note that the QMS Certificate MS ISO9001:2008 has been renewed and will remain valid up to 2017.

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 has made considerable effort to continuously improve the services by putting the users at the centre of everything it does. The accomplishments of the year under review are the result of the team spirit and hardwork of the employees. The National Library Board will see to it that employees are better taken care of in terms of their training needs and career development and will continue to support the employees with more on-the-job training and professional development.

I would wish here to thank the Director and her staff, all the stakeholders, the Board Members and the Ministry of Arts & Culture, for their support.

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

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



I am very pleased to present the Annual Report 2014 which covers the period 1st January, 2014 to 31st December, 2014 and illustrates a year of continuous improved efficiency and service value commitment towards our users. The National Library, as one of the country's leading cultural and educational organization, has made significant inroads into re-shaping its services to be more responsive and ensuring its collections are more accessible to Mauritians from all walks of life .We have also embarked to organize the challenging event which is the World Book Day 2014, a self-financing activity. Along we have also organised a Round Table and several Book donations. This year, also for the first time, we co-organised with the Mauritius Post Ltd, an exhibition at the Nicolas Lambert Gallery to mark the 118th Birth Anniversary of SSR.

The main accomplishments of this year under review were the hardwork, dedication and professionalism of my staff. I would also like to thank the ex-Chairperson, Mrs S. Kistamah, for her guidance and leadership and the Ministry of Arts and Culture for its support in the advancement of the National Library.

December 2014 experienced a change of the Government, but, I am confident that the Ministry of Arts and Culture and the Minister's combined skills shall provide a strong foundation to deliver improved services to all our users, as well as to continue to meet the Government's expectations of better value within the public.

T. K. Ramnauth(Mrs)
Director



*Corporate
Governance
Report*

Corporate Governance

This section highlights the corporate governance at the National Library in compliance with the code of Corporate Governance for Mauritius and in pursuant with the Financial Reporting Act 2004 as subsequently amended.

The Corporate Governance report describes the corporate governance structure set up at the National Library and it outlines among others, the control mechanisms established within the organization to enhance accountability, transparency, integrity and responsibility.

National Library Board

The National Library Board consists of representatives of ministries, representatives of academic institutions and other professional bodies. The constitution of the National Library Board is as follows:

- a chairperson, nominated by the Minister responsible for the subject of Arts and Culture;
- a representative of the Ministry responsible for the subject of education;
- a representative of the Ministry responsible for the subject of arts and culture;
- a representative of the Ministry responsible for the subject of finance;
- the Director of Archives;
- the Head of the Library Cadre;
- five librarians as follows:
 - (i) one from an academic library;
 - (ii) one from a public library;
 - (iii) one from a special library;
 - (iv) one designated by the Association of Urban Authorities;
 - (v) one designated by the Association of District Councils.

The National Library Board formulates the general policies and strategies of the National Library while the Director is responsible for executing them and managing the day-to-day activities of the organization.

The composition of the Board for 2014 was as follows:

Mrs S. Kistamah	Chairperson
Mrs D. Beeharry-Panray	Representative of Min. Of Education and Human Resources
Mrs C. Ramah	Representative of the Ministry of Arts and Culture
Mrs P. Bhantooa	Representative of Ministry of Finance and Economic Development
Miss D. Bablee	Director, National Archives
Mrs V. Hauroo	Head of Library Cadre, Ministry of Education and Human Resources
Mr I. Dassyne	Chief Librarian, representative of academic library (University of Mauritius)
Mrs Mee Line Liu Yew Fai	Senior Librarian, representative of public library (Municipality of Port Louis)
Mrs S. Mungra	Senior Librarian, representative of special library (Supreme Court)
Mr A. C. Nunkoo	Senior Librarian, representative of Association of Urban Authorities
Mr M. Sulaiman Doman	Library Clerk, representative of Association of District Councils

During the period 01 January to 31 December 2014 the National Library Board met seven times.

Sub-Committees of the National Library Board

In the conduct of its mandate and in line with good corporate practices, the National Library Board is assisted by two Committees namely:

- The Finance and Audit Committee
- The Appointment Committee

The Finance and Audit Committee

The Finance and Audit Committee consists of 3 members of the Board as follows:

Mrs Mee Line Liu Yew Fai	-	Chairperson
Mrs P. Bhantooa	-	Member
Mr I. Dassyne	-	Member

The responsibilities of the Finance and Audit Committee are as follows:

- Responsible for procurement and examination of the report of the Bid Evaluation Committee and make recommendation to the Board for award of contracts.
- Examine the Annual Estimates of the National Library and make recommendations to the Board accordingly.
- Examine the Financial Statements of the National Library and make recommendations to the Board accordingly.
- Make any other recommendations of a financial nature to the Board.

The Finance and Audit Committee met three times during the period under review.

The Appointment Committee

The Appointment Committee consists of 3 members of the Board as follows:

Mrs C. Ramah	-	Chairperson
Miss D. Bablee	-	Member
Mrs S. Mungra	-	Member

The responsibilities of the Appointment Committee are:

- Examine all staff matters in particular relating to recruitment, promotion allowances and make recommendations to the Board for approval.
- Advise the Board on matters relating to employment policy/strategies, human resource development etc.

The Appointment Committee met four times during the period under review.

National Library Board Members' Remuneration

The fees paid to the Chairperson and Board Members are in accordance with the recommendations of the PRB-EOAC Report 2013.

The Chairperson of the National Library Board is paid Rs28,500 per month.

Payment to members of the National Library Board is made as per attendance and it is Rs850 per sitting.

The Chairperson of sub-committee is paid Rs1,065 per sitting.

Payment to members of sub-committees is made as per attendance and it is Rs775 per sitting.

The total fees paid to the Chairperson of the National Library Board and Board Members for Board sittings from 01 January 2014 to 31 December 2014 were as follows:

	Total amount Paid (Rs)
Mrs S. Kistamah	342,000
Mrs D. Beeharry-Panray	4,250
Mrs C. Ramah	2,550
Mrs P. Bhantooa	3,400
Miss D. Bablee	2,550
Mrs V. Hauroo	5,100
Mr I. Dassyne	5,950
Mrs Mee Line Liu Yew Fai	5,100
Mrs S. Mungra	5,100
Mr A. C. Nunkoo	5,100
Mr M. Sulaiman Doman	5,950
Mrs R. Jheengut (replacing Mrs P. Bhantooa on one occasion)	850
Mrs N. Desroches (replacing Mrs Mee Line Liu Yew Fai on one occasion)	850
Mrs H. Hosany (replacing Mrs C. Ramah on two occasions)	1,700
Mrs U. Sohan (replacing Miss D. Bablee on one occasion)	850

The total fees paid to the Chairperson and Members of the Finance and Audit Committee for the period 01 January 2014 to 31 December 2014 were as follows:

	Total amount Paid (Rs)
Mrs Mee Line Liu Yew Fai	3,195
Mrs P. Bhantooa	1,550
Mr I. Dassyne	1,550
Mrs R. Jheengut (replacing Mrs P. Bhantooa on one occasion)	775

The total fees paid to the Chairperson and Members of the Appointment Committee for the period 01 January 2014 to 31 December 2014 were as follows:

	Total amount Paid (Rs)
Mrs C. Ramah	4,260
Miss D. Bablee	3,100
Mrs S. Mungra	3,100

Procurement of goods and services

The procurement of goods and services is conducted in accordance with the Public Procurement Act 2006.

There is a structure established within the organization to ensure compliance with procurement regulations and guidelines. The Bid and Evaluation Committee comprises the Director and at least three staff members from the different sections. These assessors evaluate the bids as per pre-determined criteria and submit their findings to the Finance and Audit Committee. This Committee screens the findings and submits their reports to the National Library Board for final approval.

STATEMENT OF RESPONSIBILITIES OF MEMBERS OF THE NATIONAL LIBRARY BOARD

The members of the National Library Board acknowledge its responsibility for:

- adequate accounting records and maintenance of effective internal control systems;
- the preparation of financial statements which fairly present the state of affairs of the National Library as at the end of the financial year and the results of its operations and cash flows for that period and which comply with the Financial Reporting Frameworks and Standards issued by the Financial Reporting Council in line with the Statutory Bodies (Accounts and Audit) Act; and
- the selection of appropriate accounting policies supported by reasonable and present judgements.

The Director of Audit of the National Audit Office is the external auditor responsible for an independent opinion on whether the financial statements show a true and fair view in accordance with the National Library Act 1996 and the Financial Reporting Act 2004.

Risk Management

The members of the National Library Board are made fully aware of the various issues and risks affecting the activities of the National Library. The members of the National Library Board are responsible for taking appropriate action to mitigate these risks using such measures, policies and procedures and other controls that they deem fit.

Governance

The members of the National Library Board endeavour to apply principles of good governance at the level of the National Library.

Indurdeo Bassant
Chairperson, National Library Board

.....
Board Member

STATEMENT OF MEMBERS OF THE NATIONAL LIBRARY BOARD ON INTERNAL CONTROL

The National Library Board acknowledges its responsibility for the setting up of adequate system of internal controls and for the setting up of appropriate policies to provide reasonable assurance that the control objectives have been attained. Management has the relevant experience and skills to ensure that proceedings and policies are well documented and consistently applied for the proper running of the National Library.

An effective and efficient system has been established at the National Library which includes:

- Proper segregation of duties whereby the different functions in process are cross checked and verified.
- Follow up and implementation of recommendation of the Director of Audit in order to improve the process and ensure proper accountability.
- Adequate supervision of duties performed by staff members by the Director.
- The assets of the National Library are properly safeguarded.
- All cheques issued by the National Library are signed by two authorized signatories.

Indurdeo Bassant
Chairperson, National Library Board

.....
Board Member

1. Planning & Development

- 1.1 ISO 9001:2008 Quality Management System
- 1.2 Customer Focus
- 1.3 Customer Complaints
- 1.4 Customer Suggestions
- 1.5 Customer Satisfaction Survey

1. PLANNING AND DEVELOPMENT

1.1 ISO 9001:2008 Quality Management System

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



During the period under review, regular audit exercises were carried out by staff of the National Library and following the last external audit exercise for Re-Certification carried out by the Mauritius Standards Bureau, five minor non-conformities were raised and following the submission of a Corrective Action Plan on 14 January 2014, the MSB informed the National Library on the next day that the plan submitted were acceptable to the Bureau.

The MSB, in turn, carried out a verification of the effectiveness of the corrective measure taken on 19 February, 2014. The office was informed on 16 June, 2014, that the National Library was awarded the QMS Certificate MS ISO9001:2008 which will remain valid up to 19th January, 2017.

1.2 Customer Focus

In line with its quality management system, the National Library provides for effective communication tools to improve the quality of the services and ensure customer satisfaction. Effective customer complaints and customer suggestions process have been implemented to ensure customer feedback. The National Library also carries out surveys every year to assess user satisfaction with the services provided.

1.3 Customer Complaints

Customer Complaint Forms have been made available in the Search Room for customer's use and feedback. During the year under review the National Library received three complaints from users. These relate to speed of Internet, opening hours and upgrading of computers. All the complaints were attended promptly and the outcome communicated to the customers.

1.4 Customer Suggestions



During the year under review, the National Library has received six suggestions from library users. The issues raised pertain to Internet service, Wi-Fi, availability of old Mauritiana newspapers and opening of Branch National Library. Formal replies were sent to the users expressing our thanks for their suggestions.

1.5 Customer Satisfaction Survey

A survey was conducted in November 2014 to assess user satisfaction about the services provided by the National Library. Fifty-five questionnaires were distributed to library users and the simple stratified random sampling technique was used covering the four main customer groups, namely, general public, researchers, students and foreigners. Important dimensions of library services on which evaluations were sought were: ease of access, opening hours, comfort level, delivery of service, use of library catalogue, helpfulness of staff, photocopying facilities and Internet service. The findings of the survey showed that our customers are satisfied with the services and facilities offered. Around 50% of respondents made comments and suggestions to enhance the service quality. The suggestions made included issues such as upgrading of air conditioning in the Search Room, extension of opening hours, improving the speed of Internet, upgrading of computers and provision of Wi-Fi and printing facilities. Management has considered all these suggestions and due to financial constraints it has not been possible to implement all of them immediately.

2. National Library Mandates

- 2.1 Cataloguing-In Publication (CIP)**
- 2.2 National Bibliography of Mauritius**
- 2.3 National Union Catalogue (NUC)**
- 2.4 Union List of Periodicals(ULP)**
- 2.5 Computerisation**
- 2.6 Online Public Access Catalogue (OPAC)**
- 2.7 International Standard Serial Number (ISSN)**
- 2.8 Website**
- 2.9 Consultancy**
- 2.10 Guided Tour**

2. NATIONAL LIBRARY MANDATES

2.1 Cataloguing-In-Publication (CIP)

Cataloguing-in-Publication data serves the purpose of achieving standardisation in the bibliographical description of books published in Mauritius. Over the past years, the National Library has been able to obtain the collaboration of printers and publishers in this work. The ultimate aim of this CIP scheme is to ensure that all locally published books, prior to their publication, are provided with CIP data. These data may eventually be used by smaller libraries for their cataloguing work. During the year under review, thirteen requests were made for CIP data.

2.2 National Bibliography of Mauritius

One of the statutory functions of the National Library is to act as the national bibliographic centre of Mauritius. In the attainment of this objective, the National Library compiles and publishes bibliographies of all literary works and the multi-media productions in the country. The regular publication of national bibliographies as such ensures adequate bibliographic control of the print industry and multi-media production of the country.

During the year 2014, the national bibliographies of year 2011 to 2012 have been compiled and edited.

2.3 National Union Catalogue (NUC)

Providing access to information is vital for researchers and user who have such needs. For Mauritiana materials, the National Library has over the years, built the most comprehensive collection. However, the National Library cannot alone satisfy all information needs for Mauritiana publications. Taking cognisance of this fact, the National Union Catalogue Project was implemented with the collaboration of the following libraries:

1. *The National Library of Mauritius*
2. *The City Library*
3. *The Olof Palme Library*
4. *The Simone de Beauvoir Library*
5. *The Carnegie Library*
6. *The Mahatma Gandhi Institute Library*
7. *The National Resource Centre, Open University of Mauritius*

8. *The Police Library*
9. *The Mediathèque Centre, Institut Français de Maurice*
10. *The University of Technology of Mauritius Library*
11. *The Malcom de Chazal Public Library*
12. *The Knowledge Centre, Entreprise Mauritius*

In simple terms, the NUC aims to show which Mauritian publication is held in which library. This provides numerous advantages to users who, after browsing the NUC online, may decide where to consult the document. The NUC also serves the purpose of facilitating inter-library loan and sharing resources among libraries for the benefits of all users.

During the year 2014, the total number of records added to the NUC amounted to 2,979 and as at 31 December, 2014, the holdings of records in the database reached **77,161**.

2.4 Union List of Periodicals(ULP)

Operating on the same principle as the National Union Catalogue, the Union List of Periodicals is a database of all periodicals subscribed in major libraries in Mauritius. If the NUC is limited in scope, by covering only Mauritian documents, the Union List of Periodicals, however, is not restricted to any field. The aim of the ULP is to provide access to bibliographical data on periodicals subscribed by libraries, their location, and the period during which they are held. The following libraries participate in the project:

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

2.5 Computerisation

The recent development and application of information and communication technologies have brought unprecedented changes and transformation to libraries and information services. The National Library has been using ICT to provide value-added information services through web technologies to implement the Online Public Access Catalogue (OPAC), the National Union Catalogue (NUC) and the Union List of Periodicals (ULP). ICT have also been used to provide access to a wide variety of digital information resources to customers, such as, Emerald, Ebsco, EU Info Point and Windows on Shanghai E-Books.

2.6 Online Public Access Catalogue (OPAC)

The National Library Online Public Access Catalogue (OPAC) allows users to search the entire catalogue online, conveniently and quickly, using one or more search criteria. One can search the OPAC by author, title, keywords, class number or one or more of these combined together. Users can access the OPAC via the National Library's website (<http://national-library.govmu.org>) from any location on a 24/7 basis.



During the year under review **2,979** bibliographical records have been added to the OPAC system. The total number of documents in the OPAC system amounted to **63,839** as at 31 December 2014. In order to safeguard and protect all the bibliographical information found in the Library Management System from any disaster, the National Library has decided this year to keep copies of backup tapes offsite.

2.7 International Standard Serial Number (ISSN)

International Standard Serial Number is a worldwide identification code used by publishers, suppliers, libraries, information services, bar coding systems, union catalogues, etc. for citation

and retrieval of serials such as Journals, Newspapers, Newsletters, Directories, Yearbooks, Annual Reports and Monograph series, etc. The benefits include international publicity and recognition of the serial by automatic inclusion in the International Serials Directory Database.

ISSN publications are managed by a worldwide network of **88** National Centres, Coordinated by an International Centre, based in Paris. It is backed by UNESCO and the French Government. The National Library is the National ISSN Centre of Mauritius and Rodrigues.

During the year 2014, **41** applications for ISSN were processed and ISSN numbers were allocated to private firms and public organisations.

2.8 Website

The National Library website, besides containing corporate information such as the objectives of the Library and its services, also provides information on its customer charter, opening hours, rules and regulations and latest news and events. Users can access various publications of the National Library, such as, past annual reports, strategic plans, *National Bibliography of Mauritius* and the *Directory of Libraries and Documentation Centres*. Users can also download application forms for ISSN and CIP. Access to the Online Public Access Catalogue (OPAC), the National Union Catalogue (NUC) and the Union List of Periodicals (ULP) is available through the website.



The National Library is regularly updating its website and in December 2014, the National Library Website migrated from the **gov.mu** domain to the **govmu.org** domain. The new address of the National Library Website is <http://national-library.govmu.org>.

2.9 Consultancy

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 their libraries or documentation units. During the year under review, three staff of the Civil Service Library visited the National Library so as to upgrade their knowledge and skills regarding library services and preservation techniques. The National Library staff also made a site visit to the Arya Saba Mauritius and helped them in the re-organisation of their library and preservation of archival materials.

2.10 Guided Tours

Since its inception in 1999, the National Library has left no stone unturned to raise awareness among students and the public at large on the important role which the National Library is called upon to play in the socio-economic development of the country and in the preservation of our collective memory for present and future generations. Thus, guided visits to the different sections of the National Library are regularly organized for students of both primary and secondary schools.



During the year, students of Level VI of the St Nicholas Grammar School visited the National Library and were briefed on the functions, collections and preservation techniques and services of the National Library. On that occasion an exhibition on rare Mauritian materials was also mounted for the students.

3. Acquisition & Processing of Library Materials

- 3.1 Holdings of the National Library
- 3.2 Accessioning
- 3.3 Audiovisual
- 3.4 Classification and Cataloguing
- 3.5 Preservation and Conservation
- 3.6 Binding Section
- 3.7 Microfilming
- 3.8 Lamination Section
- 3.9 Provision of appropriate storage conditions
- 3.10 Book Donations
- 3.11 IMF Publications
- 3.12 United Nations Publications
- 3.13 European Union Publications
- 3.14 Window of Shanghai
- 3.15 Indexing and Abstracting
- 3.16 Press Cuttings

3. ACQUISITION AND PROCESSING OF LIBRARY MATERIALS

3.1 Holdings of the National Library

One of the core objectives of the National Library is to acquire and build the most comprehensive collection relating to Mauritius through legal deposit, donations or by purchase. Printers and producers are required by law to deposit six copies of every material printed or produced in Mauritius, free of charge. During the year under review, the library received donations from the Shanghai Library - China, International IDEA and Japan Embassy.

The holdings of the National Library as at 31st December 2014 were **522,527**. The total number of library materials acquired during the period 1st January 2014 to 31st December 2014 was **27,812**.

An overview is presented in the following table:

Acquisitions 2014 (January – December)

Library Materials	Legal Deposit	Donation	Purchase	UN	IMF	EU	Window of Shanghai	WIPO	TOTAL
Books/ Monographs	2,448	264	22	77	20	102	162	8	3,103
Newspapers	18,431	-	-	-	-	-	-	-	18,431
Periodicals	4,587	311	-	21	8	64	-	12	5,003
Annual Reports	495	29	-	5	7	10	-	-	546
CD/CDRO MS/VCD/D VD	259	27	-	-	9	44	-	-	339
Stamps	-	8	-	-	-	-	-	-	8
Pamphlets	335	10	-	-	-	-	-	-	345
Manuscript	-	37	-	-	-	-	-	-	37
TOTAL	26,555	686	22	103	44	220	162	20	27,812

3.2 Accessioning

Accessioning refers to the assignment of an accession number to each newly acquired material and its recording in appropriate Accession Registers. During the year 2014, a total number of **3,429** library materials has been accessioned as per the following table:

Mauritian	2,729
Reference (Non-Mauritiana)	5
UN	46
IMF	44
WIPO	21
EU	94
Manuscript	37
Stamps	8
Audio Visual Materials	283
Window of Shanghai Collection	162
TOTAL	3,429

3.3 Audiovisual

The National Library has amongst other sections, an audiovisual section comprising of some 5,756 audiovisual materials. All audiovisual materials produced in Mauritius are received in six copies through the legal deposit system whereas materials not produced in Mauritius are purchased in two copies. The audiovisual materials are in CD/VCD/CD ROM/DVD formats and are available to the public free of charge. **339** audio-visual materials were acquired for the year 2014.



3.4 Classification and Cataloguing

The bibliographic section of the National Library has among its mission to facilitate easy access to all materials housed in the National Library. Classifiers and cataloguers describe each incoming material bibliographically to ease storage and retrieval of information in a very effective and efficient manner.

Technical works involved in the process include the use of notational systems for arranging materials on the shelves and collocating related subjects at the same location.

During the year under review, **2,979** library materials were classified, catalogued and allocated subject headings. Cataloguing was carried out according to the 2nd edition of the Anglo-American 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.

3.5 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
- Provision of appropriate storage conditions
- Use of protective enclosures for damaged materials.

3.6 Binding Section

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

No. of books bound	335
No. of newspaper bound	116
No. of magazines/reports bound	138

3.7 Microfilming

Due to several breakdown of the microfilm, which was beyond repairs, the microfilm section had to be closed.

3.8 Laminating 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, 100 documents were laminated and these comprised of documents such as, newspapers and photographs used for the exhibition of Sir Seewoosagur Ramgoolam at the Mauritius Postal Museum.



3.9 Provision of appropriate storage conditions

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

3.10 Book Donations

The main role of the National Library of Mauritius is to build a comprehensive collection of our national heritage by collecting, receiving and preserving all publications and productions, printed and published in Mauritius for present and future generation. The source of acquisition is by means of legal deposit, purchase, mutual exchange and donations.

The National Library welcomes donations of published and unpublished works that enrich our collection. For the year under review, **686** books were received as donation from individuals, printers, public and private companies.

They include, among others:

• Mrs Monique Dinan	• MCB
• Mrs Linda Chinnarassen	• Arya Samaj
• Dr Nirmal Kumar Betchoo	• Bank of Mauritius
• Mrs Charlotte Common	• Urdu Speaking Union
• Mrs Annik Mahaim	• Ministry of Gender Equality, Child Development and Family Welfare
• Mr Azize Asgarally	• The Bible Society
• Mr Gérard Désiré	• AREU
• Mrs Vatsala Radhakeesoon	• Ministry of Environment and Sustainable Development
• Mrs Ranjita Bunwaree	• Mauritius Turf Club
• Mr Hiralall Leeladhur	• Mahatma Gandhi Institute
• Mr S. Jugessur	• ICAC
• Mr Richard b. Allen	
• Mr Indradev Bholah Indranath	
• Mr Jacques Dumora	
• Mr A. Chiniah	
• Mr Ramkarrun Jokhoo	
• Mr Y. Khemraz Gaonjur	
• Mr Deepak Mishra	
• Mr Lu Ah Luck	
• Yogi Tamby Chuckravanen	
• Pravina Nallatamby	

3.11 International Monetary Fund Publications

The National Library is the depository library for the International Monetary Fund publications. The public can easily get access to up to date IMF publications free of charge for reference and research purposes. The IMF collection comprises of 4,044 items as at December 2014 and covers a wide range of subjects such as climate change, health care, pensions, global economy, financial crisis, economic development, macroeconomics, poverty reduction, trade, globalization and much more. Some of these IMF publications include:

- Balance of Payments Statistics
- Direction of Trade Statistics
- Global Financial Stability Report
- Government Financial Statistics
- IMF Country Report
- IMF Policy Discussion Papers
- IMF Staff Papers
- IMF Working Papers
- International Financial Statistics
- Occasional Papers
- Pamphlet Series
- Statistical Papers
- World Economic and Financial Surveys
- World Economic Outlook

3.12 United Nations Publications

Since September 2000, the National Library is also the depository library for United Nations publications. Access to United Nations documents and publications is free. The National Library United Nations Collection comprises some 5,353 items as at December 2014 and contains information in both print and electronic formats. The Collection includes the official reports and documents of the General Assembly, the Security Council, the Economic and Social Council and the International Court of Justice. It also contains documents of affiliated agencies such as UNDP, UNEP and UNICEF. The United Nations Collection is an open access collection housed in the Search Room of the National Library. Users can search these materials on the National Library's Online Public Access Catalogue (OPAC).

3.13 European Union Publications

Since June 2010, the National Library is the depository library for European Union Publications. The National Library's EU collection comprises of information on the EU, its functions, policies and programs and on the various EU institutions and covers a wide range of subjects such as agriculture, economy, energy, environment, external relations, finance, industry, justice, scientific and technical research, sports and trade. The aim of this special collection is to provide information on EU matters to students, researchers and the general public at large. The National Library is the only library in Mauritius providing such services. For the year under review, the National Library has received some 220 EU materials and some 39 current EU periodical titles. All these materials are available in the open access section of the Search Room of the National Library.

3.14 Window of Shanghai

The "*Window of Shanghai*" is a cultural exchange project based on book donations to overseas readers. Initiated in 2002 by the Shanghai Library, the "Window of Shanghai", as an integral part of the "China Book International" (CBI), aims to promote Chinese culture, Chinese civilization and the charms of Shanghai by the provision of latest Chinese publications to overseas readers.

The National Library's 'Window of Shanghai' Collection was kindly donated by the Shanghai Public Library. It comprised of some 1,929 books (as at December 2014) in Chinese, English and French. The subjects range from arts, economy, people, philosophy, literature, culture, folk traditions and history to nature, cookery, traditional Chinese medicine and architecture, of ancient and contemporary Shanghai and China. These books are housed in the Search Room of the National Library of Mauritius and are available for consultation.



3.15 Indexing and Abstracting

Indexing and abstracting services allow the information seekers to retrieve specific information in the shortest possible delay. The National Library provides such services for the **Business Magazine**. List of indexing terms partly based on the Library of Congress Subject Headings is being used as thesaurus.

The total number of articles indexed for the year under review amounts to **585**. These data have been inputted into the Unicorn workflow and are searchable via the Online Public Access Catalogue on a 24/7 basis.

3.16 Press Cuttings

The National Library maintains a collection of press cuttings on various subjects of interest related to the Republic of Mauritius. These include Education, Health, Villages/sites/places/patrimonies, Information Technology, Environment, Languages, Eminent personalities, Culture, History, Gender, Banking, Media, Religion, Economy, Independence, Slavery, Seafood Hub, Death Penalty, Tourism, Poverty, Elections/electoral reform, Indian Immigration, amongst others.

The total number of press cuttings for the year 2014 amounts to **830** and are available online through the Online Public Access Catalogue of the National Library.



4. Serving Our Customers

4.1 Customer Service

4.2 Search Room Services

4. SERVING OUR CUSTOMERS

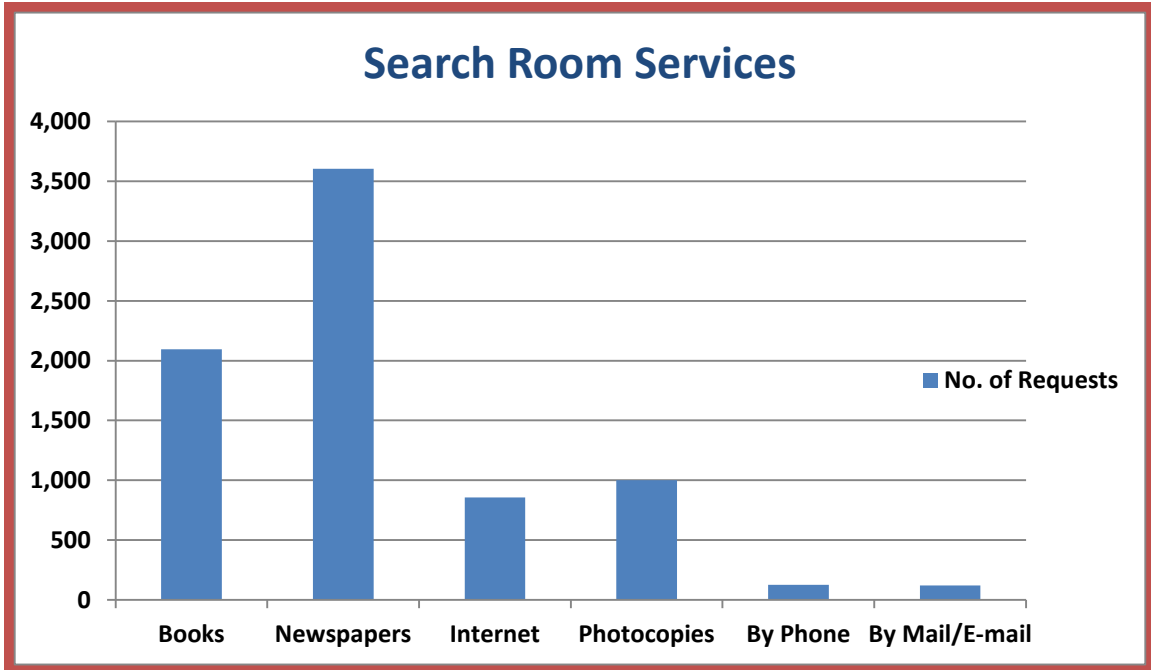
4.1 Customer Service

Being a fully ISO certified organization operating in the non-profit service sector, the National Library has always strived to adopt a customer-centric approach. Its objective is to offer value-added, quality information services to the nation in a timely and efficient manner.

In addition to providing a range of information services to walk-in customers in a spacious and air-conditioned Search Room, the National Library staff also attend to requests for information by telephone, facsimile, mail and email. Since its inception in December 1999, the total number of visitors amount to **85,905**.

4.2 Search Room Services

S/N	REQUESTS FOR REFERENCE / INFORMATION SERVICE	
1.	Requests for Books	2,094
2.	Requests for Newspapers, Periodicals, Government Gazettes and Annual Reports	3,604
3.	Requests for the use of the Internet	856
4.	Requests for Audio Visual materials	Nil
5.	Request for photocopies	1,001
6.	Requests for information by phone	126
8.	Request for information by mail and e-mail (overseas)	87
9.	Request for information by mail and e-mail (local)	33
	TOTAL	7,801



NATIONAL LIBRARY



5. Outreach Activities

5.1 World Book Day Celebrations 2014

5.2 Round Table

**5.3 Signature Ceremony of a Memorandum of
Understanding between Mauritius and China**

5.4 Official Functions

5. OUTREACH ACTIVITIES

5.1 World Book Day Celebrations 2014

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 2014, the National Library celebrated the World Book Day for the 12th consecutive year in collaboration with its stakeholders.

The Organising Committee chaired by the Director of the National Library comprising of, among others, the Ministry of Arts and Culture, Parastatal Bodies, the Centre de Lecture Publique et d' Animation Culturel(CELPAC), the Mahatma Gandhi Institute, Non-Governmental Organisations, Embassies, Cultural Centres, book suppliers and ICT organisations had held several meetings prior to the event. Help and support were sought from the parent Ministry and other Ministries, the Police, Government Printing Department, SILWF, Graphic Press and some sponsors to make the event a big success. The local press and advertising agencies had also joined in this noble task of promoting reading in Mauritius and Rodrigues and the outer islands.



The official Opening Ceremony of the World Book and Copyright Day was held at the Bagatelle Mall of Mauritius by H.E. the President of the Republic of Mauritius in the presence of the Hon. M. Choonee, Minister of Arts and Culture, on the 02 May, 2014.

From 02 to 04 May, 2014, the Book Festival was attended by a crowd of visitors. An array of educational, literary and cultural activities was organised during the Book Festival, including exhibitions, quiz, slam and poem recitals. Members of the public benefitted from discounted prices on a large variety of reading materials. Three books namely *'The Magic Frangipane & the shy coconut'* by Charlotte Common, *'Chago Orphelin de l'histoire'* by Jean Michel Fillol and *'Collectible Fairytales: Beauty & Purpose'* by Karen Alexandre, were launched by the dignitaries present. The event had a good media coverage.

5.2 Round Table

As is the tradition, to mark the World Book Day 2014, the National Library had organized a Round Table on 23rd April, 2014, on the theme *'Role of libraries in the 21st Century : are they an anachronism in today's system of education'* at the Search Room of the Library. The speakers were Mrs Sarita Boodhoo, author and Chairperson of the Bhojpuri Speaking Union, Mr J. L. Bouilly, Senior Librarian, from the Institut Français de Maurice and Dr S. Reddi from the Ministry of Tertiary Education, Scientific Research and Technology. The Round Table was attended by a hall packed with students of upper secondary schools of universities, and the public at large.



5.3 Signature Ceremony of a Memorandum of Understanding between Mauritius and China

A Memorandum of Understanding (MoU) was signed between the National Library of Mauritius and the National Library of China on 26 May, 2014 at the seat of the Library. To sign this MoU, a five member delegation headed by Mr Sun Yigang, Director of the New Technology Research Centre of the National Library of China represented the Chinese counterpart whereas the Minister of Arts and Culture, the Permanent Secretary, the Chairperson of the National Library Board and the Director of the National Library represented the Mauritian counterpart.

The MoU makes provisions for exchange of information, visits, training, communication, study and technical expertise. It also makes provision for the acquisitions of each other's portion of catalogue records and experts to establish conservation and exchange programmes, and methodological approach for the digitization of selected materials. The Chinese delegation donated **5,000 e-books** (1,000 in Chinese and 4,000 in foreign languages) to the National Library of Mauritius.



5.4 Official Functions

- Salon International du Livre - Confluences 2014 held at the Swami Vivekananda International Convention Centre from **6th to 9th March 2014**.
- **23rd April, 2014** -In the context of the World Book Day, a Round Table was held on 23rd April, 2014 on the theme '**Role of libraries in the 21st Century: are they an anachronism in today's system of education**' at the seat of the Library.
- Organisation of the World Book Day Celebrations at Bagatelle Mall from **02 to 04 May, 2014**. The Opening Ceremony was held on Friday 02 May, 2014 and the Chief Guest was H.E. Rajkeswur Purryag, *GCSK, GOSK*, President of the Republic of Mauritius in the presence of Hon. Mookhesswur Choonee, *GOSK*, Minister of Arts and Culture.
- **26th May, 2014** -Signature Ceremony of a Memorandum of Understanding between the National Library of Mauritius and the National Library of China held at 11.30 hrs on 26th May, 2014 in the presence of Hon. Mookhesswur Choonee, *GOSK*, Minister of Arts and Culture and H. E. Mr Li Li, Ambassador of the People's Republic of China.
- **Tuesday 16th September, 2014** – In the context of the commemoration of the 114th Birth Anniversary of Sir Seewoosagur Ramgoolam, the National Library in collaboration with the Mauritius Post and the Mauritius Museums Council organised an Exhibition on SSR from 16th to 19th September, 2014.



The inauguration ceremony of the Exhibition was held on Tuesday 16th September, 2014 at the Gallery Nicolas Lambert, Postal Museum Building, Port Louis Waterfront. The Minister of Arts and Culture, Hon. Mookhesswur Choonee, *GOSK*, Hon. Tassarajen Pillay Chedumbrum, Minister of Information and Communication Technology and other eminent personalities graced the function.

- **Friday 19th September, 2014** – In the context of the commemoration of the 114th Birth Anniversary of the ‘*Father of the Nation*’, the National Library organised a talk by Sir Bhinod Bacha, *KT., C.M.G., F.M.I.M.*, Senior Adviser, Prime Minister’s Office, on ‘***Sir Seewoosagur Ramgoolam and a few memorable moments I had the privilege to share with him***’ at the Search Room of the National Library.
- **25th September, 2014** – The National Library assisted the Chinese Speaking Union in the organization of a Photo, Book and Film Exhibition in the context of the 65th Birth Anniversary of the Founding of the People’s Republic of China on Thursday 25 Sept., 2014 at the Chinese Culture House, Baie du Tombeau.



6. The Staff

6. THE STAFF

6.1 Resignation of Staff

- Mrs Marie Magali **Deliot**, *Clerk/Word Processing Operator*, with effect from 03 January 2014
- Mr Sangaren Naidu **Chenganna**, *Library Officer*, with effect from 03 April 2014

6.2 Early Retirement

- Mr Ibrahim **Ramjaun**, *Librarian*, with effect from 21 February 2014

6.3 Appointment of Staff

- Mr Jayen Ramsamy, former Senior Library Officer was appointed *Librarian*, with effect from 15 October 2014
- Mrs Bibi Nassim Meer-Hossen, former Senior Library Clerk was appointed *Library Officer*, with effect from 15 October 2014

7. Promoting Human Resource Development

7.1 Students on Placement

7.2 Training offered to Staff

7.3 Talks attended by staff

7.4 Committees and Meetings attended by staff

7.5 Conferences and Seminars attended by Staff

7. PROMOTING HUMAN RESOURCE DEVELOPMENT

7.1 Students on Placement

In order to enable students to encounter a workplace environment and acquire skills to enhance future employment opportunities, the National Library works in collaboration with the University of Mauritius, Open University of Mauritius as well as the Mahatma Gandhi Institute by accepting that students undergo internship as follows:

Students following the BA (Hons) in Library and Information Science at the Open University of Mauritius

Students of the Open University of Mauritius were on a training placement at the National Library to have a brief introduction of the various library tasks as follows:

- 1. Library Placement – Year 2, Semester 2 students – Open University of Mauritius – BA (Hons) in Library and Information Science – 21st to 25th April 2014**
 - (a) Ms Parvatee Devi Beerjoo
 - (b) Ms Noorehane Bholah
 - (c) Ms Marie Blancheneige Botte
 - (d) Ms Minakshi Gopee
 - (e) Ms Rehanah Bibi Karoo

- 2. Library Placement – Year 2, Semester 2 students – Open University of Mauritius – BA (Hons) in Library and Information Science – 28th April to 03rd May 2014**
 - (a) Ms Yasmeen Banoo Munsoor
 - (b) Ms Oumah Ramsahye-Maitaram
 - (c) Ms Dhaminee Sewraj
 - (d) Ms Shakuntala Tacouri
 - (e) Mr Nanda Yagambrum

Work-Based Learning Programme

- Ms Mudhoo Beebee Maryam and Ms Nauthoo Beebee Ruqayyah, students following namely the BSc (Hons) Information and Communication Technologies and BSc (Hons) Finance at the

University of Mauritius were on placement at the National Library from 02nd June to 11th July 2014.

Work Placement Programme for Undergraduate Students

- Ms Lovena Gooroochurn and Ms Nuveena Ramkhelawon, BA (Hons) Mauritian Studies – Year 2 students of the Mahatma Gandhi Institute were on placement at the National Library from 02nd June to 11th July 2014.
- Ms Nisha Jaunky, BA (Hons) Mauritian Studies – Year 2 student of the Mahatma Gandhi Institute was on placement at the National Library from 16th June to 25th July 2014.

7.2 Training Offered to the Staff

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

- Mr Premchand Haaroo, *Senior Librarian* and Mrs C. D. Sahadew, *Library Officer*, attended a “*Course on Digitilisation Construction by Chinese Professionals, Inner Mongolia*” on 03 and 04 March 2014, hosted by the Mauritius Museums Council and the Ministry of Arts and Culture.
- Mrs Coumaravadee Curoopen, *Library Officer*, attended a “*Course on Digitilisation Construction by Chinese Professionals, Inner Mongolia*” on 05 March 2014, hosted by the Mauritius Museums Council and the Ministry of Arts and Culture.
- Mr Mooneswarsingh Mathoorasing, *Senior Accounts Officer*, attended a “*Training on Financial Issues*” on 03 October 2014, hosted by the Ministry of Arts and Culture.
- Mrs Chintamani Devi Sahadew, *Library Officer* and Mrs Bibi Nassim Meer-Hossen, *Ag. Library Officer*, attended a Two Day Training on “*Green IT Strategy and Governance*” on 20 and 21 October 2014, organised by the National Computer Board.

7.3 Talk Attended by Staff

- On 10th, 12th and 14th February 2014, Mr Jayen Ramsamy, the *Acting Librarian* and Mrs Veena Suggoona, *Library Officer*, who are responsible to allocate ISSN numbers to local printers and publishers and Mrs Coumaravadee Curoopen, *Library Officer* had a briefing session following the 3-day training session the Director had attended at the ISSN International Centre, France.

- On 18th July, 2014, Mrs Toolsee Kreetee Ramnauth, *Director* of the National Library invited all the staff of the National Library and gave an overview presentation of her visit to the Shanghai Public Library, China, through photographs taken during her visit there.

7.4 Committees and Meetings attended by staff

- Mrs Vandhana Devi Poontaub, Library Officer, was delegated to attend a meeting on 23 January, 2014 at the Mauritius Museums Council, in the context of the visit of Mr Jacques Rebière, Director of Laboratory of Conservation, Restoration and Research from Draguignan.
- Mr Premchand Hauroo, Senior Librarian, was delegated to attend the 13th CELPAC Committee meeting on 29 January, 2014 at the Ministry of Arts and Culture.
- Mr Mooneswarsingh Mathoorasing, Senior Accounts Officer, was delegated to attend a meeting on Revision of Fees on 18 February, 2014 at the Ministry of Arts and Culture.
- Mr Mooneswarsingh Mathoorasing, Senior Accounts Officer, was delegated to attend a Briefing Session on e-Procurement Project on 20 February, 2014 at the Municipal Council of Port Louis.
- Mr Jayen Ramsamy, Ag. Librarian, was delegated to attend a meeting in connection with the organisation of a Youth Rally to mark the National Day Celebrations 2014 Celebrations on 20 February, 2014 at the State House.
- Mr Jayen Ramsamy, Ag. Librarian, was delegated to attend a meeting in connection with the organisation of a Youth Rally on 25 February, 2014 at the National Archives Department.
- Mrs Nassim Meer-Hossen, Senior Library Clerk, was delegated to attend the 14th CELPAC Committee on 25 February, 2014 at the Ministry of Arts and Culture
- Mr Mooneswarsingh Mathoorasing, Senior Accounts Officer, was delegated to attend a meeting under the Chairmanship of the Hon. Mookhesswur Choonee, *GOSK*, Minister of Arts and Culture, in connection with Performance Management System on 19 March, 2014 at La Grande Cannelle, Domaine Les Pailles.
- Mr Jayen Ramsamy, Ag. Librarian, was delegated to attend a meeting in connection the submission of new Nomination Proposals for inscription on UNESCO Memory of the World International Register on 18 April, 2014 at the Ministry of Arts and Culture.
- Mrs Chintamani Devi Sahadew, Library Officer, was delegated to attend a meeting in connection with the 114th Birth Anniversary of Sir Seewoosagur Ramgoolam on 27 May, 2014 at the Ministry of Arts and Culture.
- Mr Premchand Hauroo, Senior Librarian, was delegated to attend a meeting of the Public Records Appraisal Committee on 29 May, 2014 at the National Archives Department.

- Mr Jayen Ramsamy, Ag. Librarian, was delegated to attend a meeting in connection the submission of new Nomination Proposals for inscription on UNESCO Memory of the World International Register on 03 June, 2014 at the Ministry of Arts and Culture.
- Mr Devendre Kumar Jodhun, Office Supervisor, was delegated to attend the 1st meeting of the Sub-Committee on Quality Management System on 01 July, 2014 at the Mauritius Standards Bureau.
- Mr Jayen Ramsamy, Ag. Librarian, was delegated to attend a meeting in connection the 114th Birth Anniversary of Sir Seewoosagur Ramgoolam on 14 July 2014 at the Ministry of Arts and Culture.
- Mr Mooneswarsingh Mathoorasing, Senior Accounts Officer, was delegated to attend an important meeting under the Chairmanship of the Hon. Mookhesswur Choonee, *GOSK*, Minister of Arts and Culture, on 03 September, 2014 at the Ministry of Arts and Culture.
- Mr Premchand Hauroo, Senior Librarian, was delegated to attend a meeting in connection with the 114th Birth Anniversary of Sir Seewoosagur Ramgoolam on 09 September 2014 at the Ministry of Arts and Culture.
- Mr Premchand Hauroo, Senior Librarian, was delegated to attend a meeting in connection with Nomination Proposals for inscription on UNESCO Memory of the World International Register on 10 September, 2014 at the Ministry of Arts and Culture.
- Mr Mooneswarsingh Mathoorasing, Senior Accounts Officer, was delegated to attend a meeting under the Chairmanship of the Dr. P. Boodhun, Deputy Permanent Secretary, in connection with Budget 2014 on 25 September, 2014 at the Ministry of Arts and Culture.
- Mr Jayen Ramsamy, Ag. Librarian, was delegated to attend a meeting of the Public Records Appraisal Committee on 26 September 2014 at the National Archives Department.
- Mr Devendre Kumar Jodhun, Office Supervisor, was delegated to attend the 3rd meeting of the Sub-Committee on Quality Management System on 30 September 2014 at the Mauritius Standards Bureau
- Mr Premchand Hauroo, Senior Librarian, was delegated to attend a meeting of the Public Records Appraisal Committee on 05 November, 2014 at the National Archives Department

7.5 Conferences and Seminars attended by staff

- Mrs C. D. Sahadew, Library Officer attended the « *Rencontres Libraires & Editeurs francophones de l'Océan indien* » on 10 & 11 February, 2014 at Institut Français de Maurice(IFM).
- Mr Mooneswarsingh Mathoorasing, *Senior Accounts Officer*, attended a “Sensitisation Workshop for Parastatal Organisations on the implementation of the Performance Management System” on 19 March 2014, hosted by the Ministry of Arts and Culture.
- Mr Premchand Hauroo, *Senior Librarian*, Mr Jayen Ramsamy, *Ag. Librarian*, Dr Ms Helena Lam, *Library Officer*, Mrs Veena Suggoona, *Library Officer*, Mrs Coumaravadee Curoopen, *Library Officer* and Mrs Nassim Meer-Hossen, *Senior Library Clerk* attended a One Day Workshop on “Innovative Use of ICT in Libraries” on 24 March 2014, organised by the Mauritius Council of Registered Libarians.
- Mr Premchand Hauroo, *Senior Librarian*, Mrs Chintamani Devi Sahadew, *Library Officer* and Mr Sangaren Naidu Chenganna, *Library Officer*, attended a One Day Workshop on “Innovative Use of ICT in Libraries” on 25 March 2014, organised by the Mauritius Council of Registered Libarians.
- Mr Premchand Hauroo, *Senior Librarian*, attended the IST-Africa 2014 Conference from 07 to 09 May 2014, hosted by the National Computer Board. Mr Hauroo had the opportunity to make a presentation on services and activities of the National Library.
- Mr Jayen Ramsamy, *Ag. Librarian*, attended a Workshop on the development of a National Open Source Software (OSS) Policy and Strategy and Action Plan held on 23 June, 2014, organized by the National Computer Board.
- Mr Deven Jodhun, *Office Supervisor*, attended a “Workshop on Quality Management System” on 08 August 2014, hosted by the Mauritius Standards Bureau.
- Mr Deven Jodhun, *Office Supervisor*, attended a “Consultation Workshop on ISO Strategy 2016-2020” on 19 August 2014, hosted by the Mauritius Standards Bureau.

8. Corporate Matters

8.1 Training offered to the Director

8.2 International Conferences and Seminars attended by Director

8.3 Visitors to the National Library

8. CORPORATE MATTERS

8.1 Training offered to the Director

3-day training attended by the Director at the ISSN International Centre, Paris, France

The ISSN International Centre designed a tailor made training for the National Library of Mauritius, being the National ISSN Centre for Mauritius, in order to improve ISSN activities in Mauritius and to help achieve concrete results.



Mrs Toolsee Kreetee Ramnauth, Director of the National Library, attended a 3-day training, scheduled in the ISSN International Centre, Paris from 5th February to 7th February, 2014 from 9.00 am to 5.30 p.m. The training was conducted mainly by Mr Francois Xavier Pelegrin, Head of the Bibliographic Data Section, Mrs Nathalie Cornic, Deputy Head of Bibliographic Data Centre and Mr Pierre, IT Officer.

During these three days, Mrs Toolsee Kreetee Ramnauth, Director of the National Library, learnt a lot on the ISSN, mainly the main guidelines, ISSN – L, Virtua System, new guidelines applied through the web form, Linking entries, how does the International Centre deal with block allocations, new ISSN number input in Virtua system, various codes used, MARC fields and so on.

8.2 International Conferences & Seminars attended by the Director

Visit to the Shanghai Library, China

Mrs Toolsee Kreetee Ramnauth, Director of the National Library attended the 7th Shanghai International Library Forum (SILF 2014), which was held from 9th to 11th July 2014 at the Shanghai Library, China. The theme of the Forum was ‘Libraries in the Transition Era: New space, New services, New experience’.

Library Experts from all over the world attended this Forum, and several discussions, presentations and talking were delivered during these three days, based mainly on new achievements, development in technologies and ideas related to library theme.

On 9th July 2014 all the delegates present were given a guided tour of the Shanghai Library by the Director, Dr Wu Juanzhong. The existing and new services were presented to all visitors, the technology adopted in the library, its wide collection of books in various languages, making and using e-book, creative corner for young, conference and meeting halls, exhibition halls, theatre rooms, etc.



On 10th July 2014, Mrs Toolsee Kreetee Ramnauth, made a presentation on the National Library of Mauritius and gave a talk on ‘Skills requirements and Career Vision of Librarians in the Omni-Media Age’.

On 11th July 2014, there were other concurrent sessions. Delegates were also offered a visit to see the Shanghai City.

Mrs Ramnauth also got the opportunity to meet with the Director of the National Library of China, the representative of the Ministry of Culture, the President of IFLA 2013 – 2015 and other eminent personalities.

8.3 Visitors to the National Library

September 2014

Mr Mario Castel, Officer-In-Charge, Library Services, Rodrigues

14 October 2014

Mrs Catherine Caudan, Responsable de la Médiathèque de l'Institut Français de Maurice, made a courtesy call at the National Library and met with the Director, Mrs Toolsee Kreetee Ramnauth. Mrs Caudan had also a guided tour of the Library.

31 October 2014

A delegation from China, comprising of engineers and architects from Beijing Institute of Architecting Design, led by the Director, Mr Su You, visited the National Library and met with the Director, Mrs T. K. Ramnauth. Their mission was to assess the needs of the National Library for a new purpose-built building.

06 November 2014

Mrs Kathleen Fox, Public Affairs Officer of the Embassy of the United States of America in Mauritius, made a courtesy call at the National Library and had a meeting with the Director, Mrs Toolsee Kreetee Ramnauth.

10 November 2014

Dr M. S. Hassankhan, Senior Researcher at the Institute for Graduate Studies and Research, University of Suriname, visited the National Library and at the same time, made a donation of 20 CDs on traditional Bhojpuri songs of Suriname.

13/04/16
OK. Good
to
s40
05/Sec. Board
to chairman &
Board Members
137
19
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REPORT OF THE
DIRECTOR OF AUDIT

On the Financial Statements
To the Board of the National Library
for the Year Ended 31 December 2014

NATIONAL AUDIT OFFICE



NATIONAL AUDIT OFFICE

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

Report on the Financial Statements

I have audited the accompanying financial statements of the National Library which comprise the Statement of Financial Position as at 31 December 2014, and the Statement of Financial Performance, Statement of Changes in General Fund and Statement of Cash Flows 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 and Accounting 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 attached financial statements give a true and fair view of the financial position of the National Library as at 31 December 2014, and of its financial performance and cash flows for the year then ended in accordance with the Financial Reporting and Accounting Standards issued under Section 72 of the Financial Reporting Act.

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 for the purposes intended by the legislature. Such procedures also include the assessment of risks of material non compliance.

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

Opinion on Compliance

Statutory Bodies (Accounts and Audit) Act

The financial statements for the year ended 31 December 2014 were approved by the newly constituted National Library Board in November 2015 and were submitted to the National Audit Office on 15 December 2015 that is more than seven months after the statutory date limit of 30 April 2015.

In my opinion, except for the delay in submission of the financial statements, in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the Statutory Bodies (Accounts and Audit) Act.

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 Act and relevant Regulations. My responsibility is to report on whether the provisions of Part V of the 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.



K. C. TSE YUET CHEONG (MRS)

Director of Audit

National Audit Office

Level 14, Air Mauritius Centre

PORT LOUIS

07 April 2016



NATIONAL LIBRARY

(Republic of Mauritius)



FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR

1ST JANUARY 2014

TO

31ST DECEMBER 2014

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.govmu.org>

November 2015

NATIONAL LIBRARY

STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2014

	Notes	2014 Rs	2013 Re-Styled Rs
ASSETS			
<u>Non Current Assets</u>			
Property, Plant and Equipment	3	1,145,158	587,355
<u>Current Assets</u>			
Inventories		445,411	225,839
Trade and other Receivables	5	2,372,414	2,261,632
Cash & cash equivalents	6	279,756	860,474
		<u>3,097,581</u>	<u>3,347,945</u>
TOTAL ASSETS		<u>4,242,739</u>	<u>3,935,300</u>
FINANCED BY			
General Fund	7	(11,128,403)	(11,543,387)
Capital Grant	8	1,145,158	1,410,455
		<u>(9,983,245)</u>	<u>(10,132,932)</u>
<u>Non-current Liabilities</u>			
Employee Benefits (Defined Benefit Plan)	4	7,173,542	6,535,799
Other employee benefits (Accumulated sick, passage benefits)	15	3,780,588	3,405,699
		<u>10,954,130</u>	<u>9,941,498</u>
<u>Current Liabilities</u>			
Trade and other Payables	10	3,271,854	4,126,734
TOTAL EQUITY AND LIABILITIES		<u>4,242,739</u>	<u>3,935,300</u>

These financial statements have been approved by the Board on 27 November 2015



 Chairperson



 Board Member

Date: 01 December 2015

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

NATIONAL LIBRARY

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 DECEMBER 2014

	Notes	2014 Rs	2013 Re-Styled
REVENUE			
Revenue Grant	9	19,787,786	18,229,382
Deferred Income		439,211	259,724
Other Income	14	653,062	2,142,738
Inventories	16	219,785	
		<u>21,099,844</u>	<u>20,631,844</u>
EXPENSES			
Staff Cost	12	13,781,343	13,576,167
Administrative Cost	13	6,580,599	8,290,538
Depreciation of Assets	3.2	439,211	259,724
		<u>20,801,153</u>	<u>22,126,429</u>
Surplus/ (Deficit) for the year		<u>298,691</u>	<u>(1,494,585)</u>

NATIONAL LIBRARY

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
	Rs	Re-Styled Rs
<u>OPERATING ACTIVITIES</u>		
Surplus/(Deficit) for the year	298,691	(1,494,585)
<u>Adjustment for item not involving cash</u>		
Depreciation for the year	439,211	259,724
Deferred Income	(439,211)	(259,724)
Contribution towards NL Pension Fund	96,833	13,176
Increase/ (Decrease) in Pension Liability	637,743	128,366
Provision for employee benefits	435,772	959,359
Passage Benefits forfeited	19,460	0
NET CASH GENERATED FROM OPERATING ACTIVITIES	<u>1,488,499</u>	<u>(393,684)</u>
<u>WORKING CAPITAL CHANGES</u>		
(Increase)/Decrease in Accounts Receivables	(110,782)	(1,592,629)
(Increase)/Decrease in Inventories	(219,572)	7,273
(Decrease)/Increase in Accounts Payable	(915,763)	1,941,671
NET MOVEMENT IN WORKING CAPITAL	<u>(1,246,117)</u>	<u>356,315</u>
INVESTING ACTIVITIES		
Purchase of Property, Plant & Equipment	(997,014)	(97,618)
Sale of Property, Plant and Equipment	0	0
NET CASH USED IN INVESTING ACTIVITIES	<u>(997,014)</u>	<u>(97,618)</u>
FINANCING ACTIVITIES		
Capital Grant	173,914	920,718
Net cash used in Financing Activities	<u>173,914</u>	<u>920,718</u>
Net (Decrease)/Increase in Cash and Cash equivalents	(580,718)	785,731
Cash and Cash equivalents at beginning of year	860,474	74,743
Cash and cash equivalents for the year ended 31 December 2014	<u>279,756</u>	<u>860,474</u>

NATIONAL LIBRARY

STATEMENT OF CHANGES IN GENERAL FUND FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
	Rs	Re-Styled Rs
Opening balance	(11,543,387)	(10,061,978)
Accumulated surplus / (Deficit) for the year	298,691	(1,494,585)
Amount forfeited (Passage Benefits)	19,460	0
Contribution towards NL Pension Fund	96,833	13,178
Closing Balance	<u>(11,128,403)</u>	<u>(11,543,387)</u>

**NATIONAL LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2014**

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 2014 with comparative information for the 12 months ended 31 December 2013.

(c) **Government Grant**

Recurrent grant amounting to Rs19,961,700 has been received from the government to meet recurrent expenditures of the National Library in the year 2014. 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 and laminating materials, 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 2014

(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
Motor Vehicle	5	20%
Office Equipment	5	20%
Office furniture	10	10%
Books for Library	10	10%

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

(h) **Cash and Cash Equivalents**

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

(i) **Provisions**

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

(j) **Comparative Figures**

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

(k) **Employee Benefits**

Employee entitlements to bank sick leave as defined in the EOAC-PRB Report 2013 (the regulatory body for remuneration of NL employees) are recognised as and when they accrue to employees.

(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 judgement 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 judgement 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 for 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 2014

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 2014	16,252,490	1,372,525	0	526,243	18,151,258
Additions	35,629	3,002	954,551	3,832	997,014
Disposal	0	0	0	0	0
At 31 December 2014	16,288,119	1,375,527	954,551	530,075	19,148,272
3.2 Accumulated Depreciation					
At 01 Jan 2014	15,918,671	1,262,828	0	382,404	17,563,903
Charge for the period	196,847	23,994	190,910	27,460	439,211
Disposal	0	0	0	0	0
At 31 December 2014	16,115,518	1,286,822	190,910	409,864	18,003,114
3.3 At 31 December 2014	172,601	88,705	763,641	120,211	1,145,158
At 31 December 2013	333,819	109,697	-	143,839	587,355

* 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:

	2014 Rs	2013 Re-Styled Rs
Present value of funded obligation	30,185,317	25,971,103
(Fair value of plan assets)	(15,260,600)	(15,056,886)
	14,924,717	10,914,217
Unrecognised actuarial gain/(loss)	(7,751,175)	(4,378,418)
Liability recognised in Statement of Financial position	7,173,542	6,535,799

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

Current service cost	1,095,237	1,041,085
(Employee Contribution)	(569,391)	(486,941)
Fund expenses	27,591	24,135
Interest Cost	2,077,688	1,409,416
(Expected return on plan assets)	(1,180,150)	(1,094,448)
Actuarial Loss / (Gain) recognised	93,753	(34,470)
Total, included in staff costs	1,544,728	858,777

NATIONAL LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2014

4.3 Movements in liability recognised in Statement of Financial position:

	2014 Rs	2013 Re-Styled Rs
At start of year	6,535,799	6,407,433
Total staff cost as above	1,544,728	858,777
<u>Actuarial reserves transferred in</u> (Contributions paid by employer)	(96,833) (810,152)	(730,411)
At end of year	<u>7,173,542</u>	<u>6,535,799</u>
Actual return on plan assets:	<u>813,739</u>	<u>1,367,737</u>

Main actuarial assumptions at end of year:

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

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	25,971,103	17,617,704
Current service cost	1,095,237	1,041,085
Interest cost	2,077,688	1,409,416
(Benefits paid)	(2,058,810)	(1,154,910)
Liability (gain)/Loss	3,100,099	7,057,808
Present value of obligation at end of period	<u>30,185,317</u>	<u>25,971,103</u>

4.5 Reconciliation of fair value of plan assets

Fair value of plan assets at start of period	15,056,886	13,661,451
Expected return on plan assets	1,180,150	1,094,448
Employer contributions	810,152	730,411
Employee contributions	569,391	486,941
Actuarial Reserves	96,833	
(Benefits paid + other outgo)	(2,086,401)	(1,179,045)
Asset gain/(loss)	(366,411)	262,680
Fair value of plan assets at end of period	<u>15,260,600</u>	<u>15,056,886</u>

NATIONAL LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2014

4.6 Distribution of plan assets at end of period

Percentage of assets at end of year	2014 %	2013 %
Fixed Interest securities and cash	57.1	59.1
Loans	4.1	4.9
Local equities	21.2	21.9
Overseas bonds & equities	17.0	13.4
Property	0.7	0.7
Total	100	100

4.7 History of obligations, assets and experience adjustments

Year	2014 Rs	2013 Re-Styled Rs
Fair value of plan assets	15,260,600	15,056,886
(Present value of defined benefit obligation)	(30,185,317)	(25,971,103)
Surplus/(Deficit)	(14,924,717)	(10,914,217)
Asset experience gain/(loss) during the period	(366,411)	262,680
Liability experience gain/(loss) during the period	(3,100,099)	(7,057,808)
Year	2015 Rs	
Expected employer contributions	838,801	

The actuarial valuation of the retirement benefits obligations was conducted by State Insurance Company of Mauritius Ltd (SICOM) as at 31 December 2014.

NATIONAL LIBRARY
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 DECEMBER 2014

5 TRADE & OTHER RECEIVABLES	2014	2013 Re-Stated
	Rs	Rs
Prepayments	11,462	12,451
Car Loan	2,266,007	2,224,921
Board and Committee Fees	12,785	3,600
World Book Day	61,500	0
Auction Sale	9,660	9,660
Other Receivables	11,000	11,000
	<u>2,372,414</u>	<u>2,261,632</u>
6 CASH AND CASH EQUIVALENT AS AT 31 DECEMBER 2014	Rs	Rs
Savings Account	314,366	169,691
Current Account	(34,877)	690,526
Petty Cash	267	257
TOTAL	<u>279,756</u>	<u>860,474</u>
7 GENERAL FUND		
Opening Balance	(11,543,387)	(10,061,978)
(Deficit)/Surplus of income over expenditure for the year	298,691	(1,494,585)
Contribution towards NL Pension Fund	96,833	
Passage Benefits forfeited	19,460	13,176
Closing Balance	<u>(11,128,403)</u>	<u>(11,543,387)</u>
8 GRANT - CAPITAL		
As at 31 December 2013	1,410,455	732,194
Less nominal value given to asset in use and disposed in 2013 (Van)	0	(20)
Funds from Ministry of Arts and Culture	0	823,100
Adjustment made Office Equipment & Furniture Accounts	0	17,287
Transfer from Recurrent Grant (recurrent grant used per Capital expenditure)	173,914	97,618
Deferred income	(439,211)	(259,724)
	<u>1,145,158</u>	<u>1,410,455</u>
9 GRANT - RECURRENT		
Amount received during the period	19,961,700	18,327,000
Less Amount devoted to capital expenditure	(173,914)	(97,618)
	<u>19,787,786</u>	<u>18,229,382</u>
10 Trade & Other Payables		
Accumulated Sick Leaves (Amt due within one year)	113,430	641,070
Passage Benefits	322,341	318,289
Car Loan	2,266,007	2,224,921
Other Payables	0	62,148
Rent	65,676	375,486
Refund of Unutilised Sick Leave	365,235	368,212
Electricity	108,569	124,603
Auction Sale	12,005	12,005
Office Expenses	389	0
World Book Day	3,700	0
Telephone	13,252	0
Travelling	1,250	0
	<u>3,271,854</u>	<u>4,126,734</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 2014**

	2,014	2,013
	Rs	Rs
12 STAFF COSTS		
Salaries	8,880,028	9,109,280
Travelling	804,916	842,439
Passage Benefits	322,341	318,289
Staff Development, Training and Welfare	3,000	3,000
End of Year Bonus	760,940	734,480
Allowances	82,923	41,768
National Savings Fund	109,859	115,166
Civil Service Family Protection Scheme	10,728	10,294
Family Protection Scheme	171,364	149,098
Pension Contribution	1,544,728	858,777
Overtime	1,367	104
Uniform Allowance	46,685	36,550
Refund of Unutilised Sick Leave	388,902	368,403
Salary Compensation	0	0
National Pension Scheme	13,658	9,696
Refund of Internet	6,000	6,500
Cash in lieu of duty remission on car	288,000	314,333
Accumulated sick leave	113,431	641,070
Refund of Vacation Leave	229,338	0
NPS Levy	3,135	16,920
	<u>13,781,343</u>	<u>13,576,167</u>
13 ADMINISTRATIVE COSTS		
Cleaning Services/materials	34,287	42,388
Insurance on equipment/Furniture	39,163	42,849
International Subscription/Contribution	38,063	36,401
World Book Day	406,122	368,864
Telephone	400,561	493,319
Parking Fees	50,800	56,000
Repairs and Maintenance	39,853	136,621
Electricity	563,651	605,468
Audit Fees	0	40,000
Board and Committee Fees	414,085	444,357
Rent	4,085,246	3,970,712
Bank Charges	7,325	7,851
Hospitality and ceremonial	20,235	18,766
Printing & Stationery	164,225	248,659
Computer expenses	32,296	7,695
Cost of running vehicles	8,310	15,563
Postage	7,056	10,280
General Expenses	51,203	129,385
ISO Fees	28,000	24,000
Advertisement	10,120	11,385
Microfilm & Audio visual materials	0	83,354
Donation (Publication)	213	7,273
Remittance to Mauritian Authors	4,905	10,935
Auction sale	0	12,005
Actuarial Fee	21,000	0
Insurance of Vehicle	24,945	0
Binding Materials	39,844	0
Memorandum of Understanding (Between NL of Mauritius & NL of China)	41,043	0

Overseas Mission	18,739	0
Seminar, Workshop/Exhibition	29,309	0
Culture (Total loss of Van)	0	113,000
Purchase of Director's official car	0	850,000
Refund car loan	0	523,408
	6,580,599	8,290,538

14 OTHER INCOME	2,014	2,013
	Rs	Rs
		Re-stated
Sundry receipts	42,986	48,085
Interest received on Savings A/C	49,126	38,083
World Book Day	542,750	543,000
Funds from MAC (Purchase of Director's car)	0	850,000
Amt received from Insurance company (total loss of NL van)	0	113,000
Refund car loan	0	523,408
Sale of publications (Mauritian Authors)*	3,425	11,015
Sale of Publication (National Library)	250	0
Refund of insurance premium	11,195	0
Auction sale	0	9,660
Others	3,330	5,487
	653,062	2,142,738

15 OTHER EMPLOYEE BENEFITS

	Accumulated Sick Leave		Passage Benefits		Total Acc. Sick Leave & P.Benefits	
	2014	2013	2014	2013	2014	2013
	Rs	Rs	Rs	Rs	Rs	Rs
At start of the year	2,652,683	2,163,926	753,016	729,676	3,405,699	2,893,602
Increase during the year	641,070	488,757	318,289	244,434	959,359	733,191
Payments during the year	(309,219)	0	(275,251)	(221,094)	(584,470)	(221,094)
At end of the year	2,984,534	2,652,683	796,054	753,016	3,780,588	3,405,699

16 INVENTORIES

Inventories which consisted mainly of publications amounted to Rs225,839 in the year 2013. This amount has been revised to Rs 445,411 in 2014. an Amount of Rs219,785 representing stock of microfilm and laminating materials has been included.

* As at 31 Dec 2014, stock of unsold copies of books of Mauritian Authors to the value of Rs96,550 are kept at the National Library