



Read.
Innovate.
Excel.

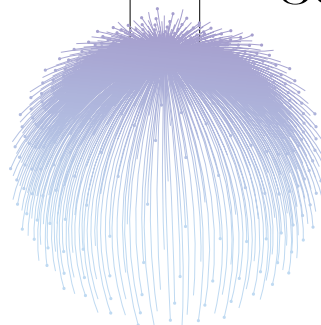
ANNUAL REPORT

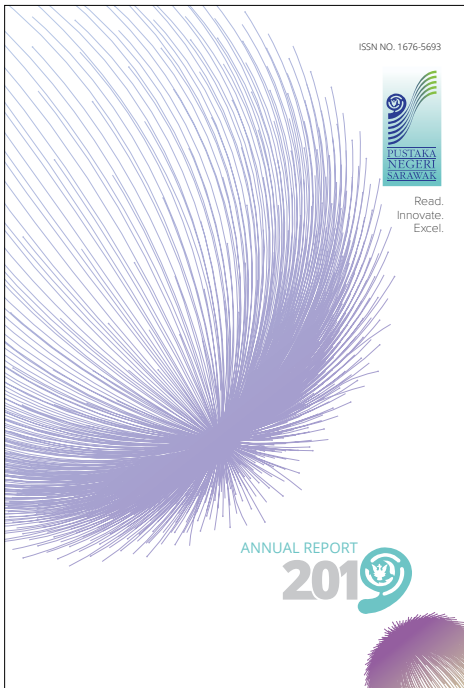
2019



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Design: Line drawing image representing a purple dandelion signifies knowledge and depicts networking in all directions.

Rationale: Like a dandelion dispersing seeds in all kinds of places the State Library strives to reach out and disseminate information and knowledge to every corner of Sarawak. It provides free and easy access to information and knowledge in this digital era of the 21st century, supporting life-long learning.

Annual Report 2019

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Introduction



VISION

To be the reservoir and fountain of information and knowledge to the State.

MISSION

To provide access to information resources and to preserve Sarawak's intellectual heritage.

OBJECTIVE

To promote acculturation of knowledge in the State.

Message From The Chairman, Board Of Management



YBhg. Tan Sri Datuk Amar (Dr.) Haji Hamid Bugo

Chairman, Board of Management
Pustaka Negeri Sarawak

2019 is the 2nd year we are actively involved in Sarawak's Digital Economy Strategy. Pustaka plays a crucial role in helping Sarawakians to be digitally inclusive.

Education classes for adults, especially on digital know-how, are being implemented to help the digital illiterates learn and use digital technology to their benefit. People Accessible Network for Digital Empowerment and Inclusivity (PANDei) is the innovative program used to reach out to communities to be digital literates.

Trained staff are deployed to educate the community on using the modules developed for

PANDei, exposing learners to the use of digital applications that can help improving their quality of life. By the end of 2019, Pustaka embarked on developing online learning for Pandei modules to be more accessible for users.

In 2019, the State Cabinet approved the designs and concept for the new archive building. A major component of this building will be the automated storage and retrieval of documents and archive materials. The construction is expected to commence in 2021.

At the national level, The National Library acknowledged the applicability of our Reading

Assalamualaikum warahmatullahi wabarakatuh

Seeds program, and had elevated this program to be introduced nationwide, thus casting a wider net on planting the reading culture amongst parents throughout Malaysia. This recognises the importance of home as the first learning institution.

The program extends the horizon of making lifelong learning as implementable activities for families and communities. "Reading Seeds Kit", complete with manuals for parents or guardians, is the instrument available for people to use in this movement of raising future readers.

Pustaka will continue to innovate and reach further to provide better services for our people and be the favourite community knowledge hub providing access to information resources, and to preserve Sarawak's intellectual heritage. At the same time, we are mindful of the need for recreation and healthy living. Our park is under constant improvement and we are delighted to see

the public in the hundreds every day, making good use of our garden and other facilities.

Read. Innovate. Excel.

Message From The Chief Executive Officer



Dr. Hajah Rashidah Haji Bolhassan

Chief Executive Officer
Pustaka Negeri Sarawak

In 2019, the second revision of the Sarawak State Library Ordinance 1999 came into force on 11th November 2019, amongst other things, it gives new functions to Pustaka to conduct, promote and facilitate research and training on archives and records management, library services and other related services.

Two research projects were commissioned in 2019. One research was undertaken by Universiti Teknologi Mara, Sarawak, studying the *Information Seeking Behaviour of the Rural Dwellers in Sarawak*, and another was carried out by Swinburne University Technology of Sarawak, on *Information Seeking Behaviours Among the State Civil Staff in Sarawak*. The findings of these research projects were used to assist Pustaka in

the aligning services to best meet the needs of our target users and were incorporated in our Strategic Action Plans for 2020.

Pustaka was entrusted to spearhead two state exhibitions in 2019. The first one was in conjunction with Sarawak Day Celebration Exhibition, held in Bintulu, at Naim Bintulu Paragon from 22nd-28th July. Bintulu was chosen to host the Sarawak Day celebration, commemorating the first meeting of the Council Negri held in Bintulu on September 8, 1867.

The second exhibition showcased the life of His Excellency The Yang Di-Pertua Negeri Sarawak (TYT), the Head of State. The exhibition was held at Pustaka Negeri Sarawak, Miri, and officiated by His Excellency himself on 13th October 2019.

Two major literacy programs received recognitions. First, in collaboration with Sarawak Multimedia Authority (SMA), Pustaka created and designed the curriculums for digital literacy, branded as PANDei Programme (People Accessible Network for Digital Empowerment and Inclusivity). This program is one of the packages in the digital inclusivity cluster of the Sarawak's Digital Economy Masterplan. The objective is to establish a digital-ready community, through developing digital skills and competencies and promoting digital participation amongst Sarawak communities. A total of 226 programs, benefiting 20,133, was carried out throughout Sarawak in 2019. Towards the last Quarter of 2019, PANDei was approved by SMA to be rolled out on an open learning platform, which will be available for use by 1st Quarter 2020.

Secondly, Pustaka's family literacy initiative, *Reading Seeds*, was adopted by the National Library of Malaysia as a national reading project in early 2019. *Reading Seeds* is a literacy and developmental awareness programme for families with young children, to stimulate early literacy development concurrent with the child's physical and cognitive growth. This program aims to instill the love of reading amongst children, starting from home, to create a sustainable reading culture in the state.

The year in review also saw another notch for Pustaka as an agency responsible for the preservation of Sarawak's documentary heritage. The State Cabinet approved Pustaka to be the secretariat to manage Sarawak's submission for Memory of the World matters to the National Heritage Department. Pustaka's Sarawakiana Festival 2019 was acknowledged by Ministry of Tourism, Arts and Culture Sarawak with a call to put it as part of the State's tourism calendar in the future as a way to encourage knowledge tourism.

Annually, we do two customer satisfaction surveys; one for the public who frequent our campuses, and secondly for government agencies. Overall, the feedback from our users chose Pustaka as a Place (first), followed by Service (2nd), Personal Control (3rd) and Information Access (4th). These feedbacks are used as inputs for designing our action plans for the next way forward.

Our Strategic Plans 2019-2020 focus on intensifying digitization and open learning platform for ingraining digital inclusivity of our communities and making Pustaka the third place in the hearts of our users, after home, school or workplace. Complementing technologies, we continue with programs that humanize our services. More community spaces and activities were carried out, with 1,069 activities and 493,314 beneficiaries in 2019.

While serving our local communities, we also take pride in contributing at national, regional, and international library networks. Tuan Haji Japri Bujang Masli, Deputy Chief Executive Officer (Operations) is a pioneer member of Offline Internet Committee, Arizona State University; Puan Arpah Adenan, Deputy Chief Executive Officer (Services) is the Chair of K@Borneo Steering Committee; Encik Wan Mazli Wan Razali, Sector Head Corporate Management is President of ASEAN Public Libraries Information Network (APLiN); and Encik Razak Rambili, Division Head Library Services is Director of American Corners, Sarawak. On my part, I serve as Chair for Council of State Library Directors, Malaysia, and Chair for Public Library Committee, Librarians' Association, Malaysia (PPM), and at international platform, I serve as Member, Literacy and Reading Standing Committee IFLA; Corresponding member for Indigenous Matters Standing Committee, and Co-Lead Editor for IFLA Journal Special Issue on Indigenous Matters.

2019 saw Pustaka gaining several accolades. Amongst them are:

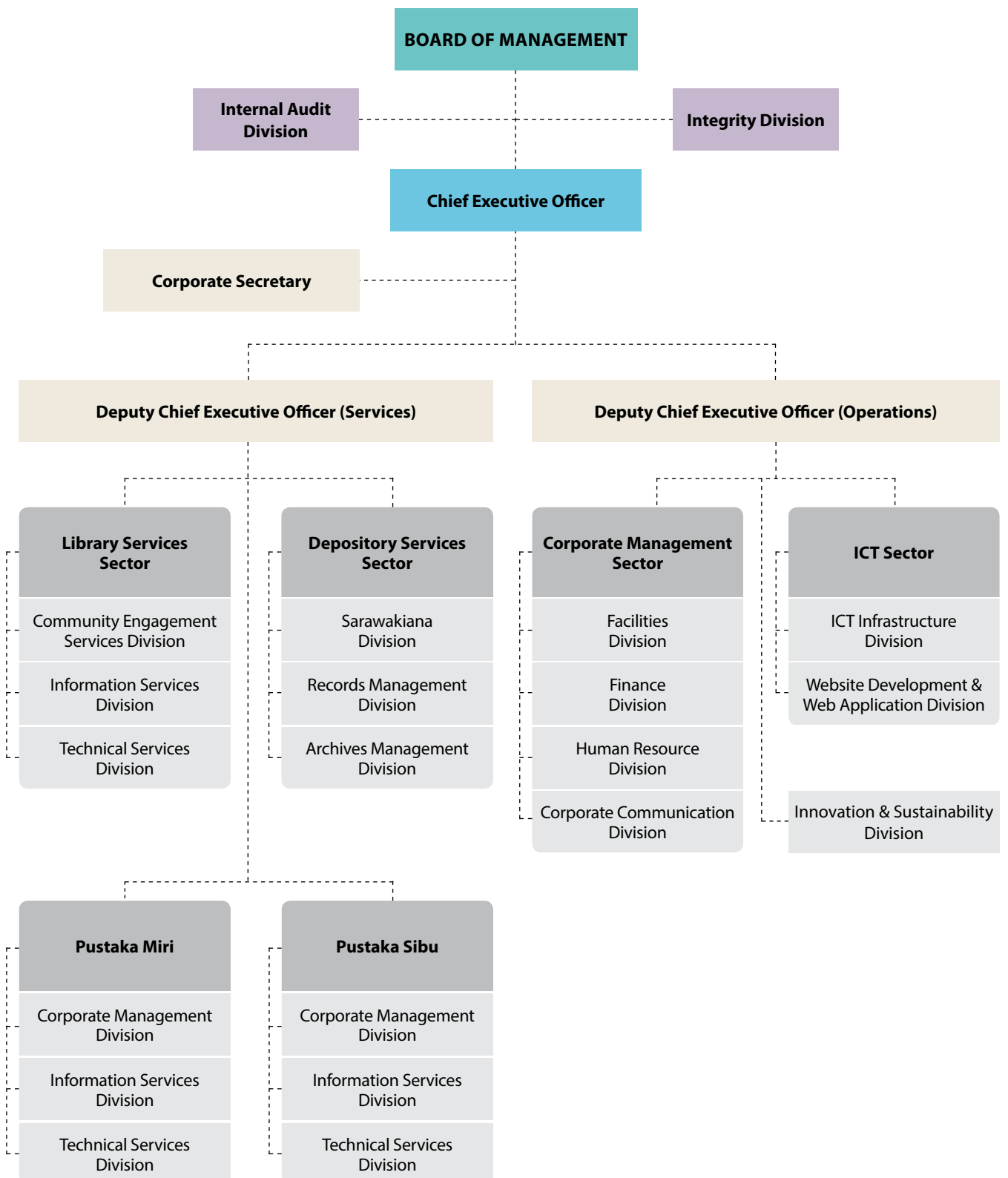
- 2nd Place for *Anugerah Perak Setiausaha Persekutuan Sarawak 2019 – Kategori Agensi Utama Negeri*
- 3rd Place for *Sukan Perpustakaan Awam SeMalaysia (SPASM)*
- Champion for Mayor’s Award for *Halaman Lanskap Organisasi Kerajaan Tercantik (Miri)*
- Gold Award for both Prodigy 6 and Nadim, Pustaka’s ICC groups which participated in Convention Team Excellent Sabah/Sarawak Zone
- Prodigy 6 won Bronze Medal in *Sarawak Invention, Innovation & Design and Exposition 2019 (SIIDEX)*
- 2nd place for Public Library Category in the *Anugerah Transformasi Komuniti U-Pustaka*
- Prodigy 6 won 5 Star and Industry Award 4.0 in National Team Excellent Annual Productivity & Innovation Convention and Exposition 2019
- and PANDei was awarded “Outstanding Open Educational Resources (OER) Award” organized by Ministry of Education, UNIMAS, MEIPTA and MyCel.

The year was indeed a memorable one, with generous support from the State Government and guidance from our hardworking Chairman and Board members. My team and I appreciate the contributions of our Friends of Pustaka, who are contributors and donors generously presented gifts to the Sarawakiana collections, thus enhancing contents on Sarawak. Lastly, to all Pustaka’s team members, thank you for your diligence and hard work, and do continue to shine and give outstanding services to our users. We will

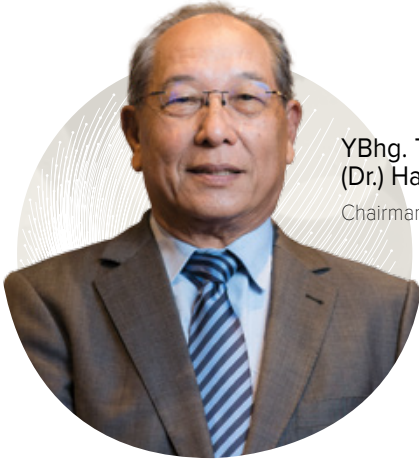
continuously strive to learn and innovate, in order to deliver world-class service for everyone.

An honour to serve

Organization Chart



The Board Of Management



YBhg. Tan Sri Datuk Amar
(Dr.) Haji Hamid Bugo
Chairman



YBhg. Datu
Laura Lee Ngien Hion
Deputy Chairman



YBrs. Prof. Dr.
Shahren Ahmad Zaidi Adruce
Member



YBrs. Dr.
Rita Manurung
Member



YBhg. Datu
William Patrick Nyigor
Member



YB Cr. Ir.
Lo Khare Chiang
Member



YBrs. Puan
Maizan binti Ismail
Member



YBrs. Tuan Haji
Ismail bin Mohd Hanis
Ex-officio

The Management



**Dr. Hajah
Rashidah Haji Bolhassan**
Chief Executive Officer



Japri Bujang Masli
Deputy Chief Executive Officer
(Operations)



Arpah Haji Adenan
Deputy Chief Executive Officer
(Services)



Nesly Rebid Abdullah
Sector Head
(Library Services)



Wan Mazli Was Razali
Sector Head
(Corporate Management)



Hayati Haji Sabil
Sector Head
(Depository Services)



Hajah Salina Haji Zawawi
Sector Head
(Regional Manager, Miri)



Fairul Azli Banchit
Sector Head
(Regional Manager, Sibul)

Balanced Scorecard

Pustaka Negeri Sarawak began using the Balanced Scorecard approach for strategic management to identify and improve internal functions and processes since 2017. Pustaka's Annual Report 2019 is presented in five segments;

1. Information on the management,
2. Report on activities based on the achievement of three Strategic Themes,
3. Organisational capacity,
4. Awards and recognitions, and
5. Financial Report 2019.

The programmes presented in this 2019 annual report are categorised according to the 3 Strategic Themes, which are:

KNOWLEDGE MANAGEMENT EXCELLENCE

To increase the quantity and diversity of information resources from (0.2 to 1.5 per capita) by 2020 and increase the rating of information resources.

SERVICE EXCELLENCE

To achieve a 5 Star rating agency by 2020.

COLLABORATION EXCELLENCE

To maximise multi-party synergy to establish the image of Pustaka as an effective centre of reference for the people of Sarawak.

Knowledge Management Excellence

Migrated Archives

This is our initiative to retrieve copies of Sarawak records kept in institutions outside of Sarawak or Malaysia.

305 records
2748 sheets

Sarawak criminal cases records

33 records
33 sheets

Chinese garden purchased by Japanese (1925 - 1937)

1 record
95 sheets

Salinan: Penyata Jawatankuasa antara Kerajaan berkenaan Malaysia 1962



Participants of 1 File 1 Week Campaign Series 3/2019 at the State Records Repository on 13th September 2019

1 File 1 Week Campaign

The 1 File 1 Week Campaign initiative provides guidance on processing of records to the Department Records Officer before transferring records to the State Records Repository (SRR). Four campaigns were conducted, attracting 45 participants and resulting in the successful transfer of 24,367 records by various Government departments and agencies throughout 2019.

| 2019 | TOTAL PROGRAMMES | TOTAL DEPARTMENTS | TOTAL PARTICIPANTS | TOTAL FILES | TOTAL RECORDS | TOTAL SHEETS |
|------|------------------|-------------------|--------------------|-------------|---------------|--------------|
| | 4 | 15 | 45 | 303 | 24,367 | 36,786 |

Knowledge Management Excellence

Transfer of Records & Archives

126,506 records & 1,222 files were successfully transferred by 32 Government departments and agencies in Sarawak.

126,506

Records

1,222

Files

310 titles
1,148 quantity

Books

131 titles
407 quantity

Serials

58 titles
125 quantity

Ephemeral

155 titles
774 quantity

Sarawak
Government
Gazette

9 titles
17 quantity

Unprinted
Items

11 titles
14 quantity

Report

8 titles
12 quantity

Thesis

1 title
3 quantity

Seminar
Paper

6 titles
10,360 quantity

Newspaper

Legal Deposit (SSLO 1999 CAP 29)

The receipt of publication materials for January-December 2019. The highest number of items received were books whereby 1,148 copies received. Overall, 683 titles and 2,503 copies were received.

Items Received Based On Titles And Quantities 2019

Oral History

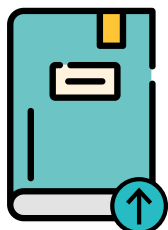
Oral history records the memoirs of individuals who were once part of certain events of great significance in history. Those individuals might have been directly involved in those events when they occurred or were in direct contact with certain characters in those events and times. The information they share will be transcribed and used as teaching and research materials. Pustaka began collecting Oral History in 2002 and by 2019, there were already 72 Oral History Collections at Pustaka.



Oral history session with former Sarawak Border Scouts who were involved in the Sarawak Indonesia Confrontation in 1963, conducted by Alvaena Valentine on 16th July 2019 in Lundu, Sarawak.



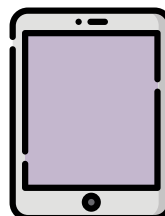
Knowledge Management Excellence



259,515

Books borrowed

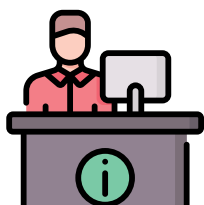
The loan of physical books at Pustaka Negeri Sarawak (Kuching and Miri).



255,438

Digital Visitorship

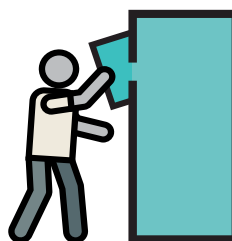
The number of downloads from Pustaka's website, subscribed online database, e-book, Sarawakiana portal and e-Sarawak Gazette.



15,865

Reference Enquiries Received & Fulfilled

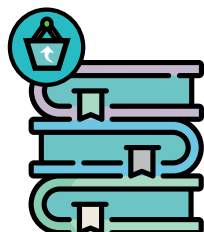
Total number of reference enquiries received and fulfilled at Pustaka Negeri Sarawak (Kuching and Miri).



27,805

Digital Visitorship

Onsite usage of library materials at Pustaka Negeri Sarawak (Kuching and Miri).



BULK LOAN

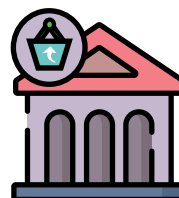
30

Agencies

16,258

Library Materials

The number of agencies and books borrowed under the bulk loan service at Pustaka Negeri Sarawak (Kuching and Miri).



INTER LIBRARY LOAN

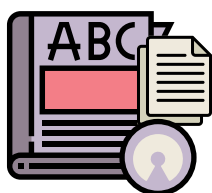
31

Requests received and fulfilled

39

Library Materials received from other libraries

Total number of requests received and fulfilled through Inter Library Loan (Kuching and Miri).



533,674

Total of Information Resources Utilised

The total number of information resources utilised at Pustaka Negeri Sarawak (Kuching and Miri) and the State Record Repository.



133,820

Total Active Members in 2019

The number of active members for Pustaka Negeri Sarawak (Kuching, Miri and Sib).)



4.0

Average usage of information resources by library members in 2019

This refers to the average usage of information resources by library users at Pustaka Negeri Sarawak (Kuching and Miri) and the State Record Repository.

Service Excellence



Briefing on Legal Deposit in Bintulu on
14th March 2019.

Legal Deposit

Sarawak State Library Ordinance, 1999, Section 15(1) and (2), Delivery of copies of library resources published in Sarawak

Legal Deposit is a statutory provision, which obliges publishers to deposit copies of their publications in libraries in the country in which they are published. The main purpose is to preserve the nation's literary heritage and make them accessible for present and future generations.

48

Enforcement
Activities

23

Government
Departments

92

Participants

State Digitisation & Microfilm Service

57 rolls of microfilms were produced, and 34,220 Government records were successfully preserved in the form of microfilms.

57

Rolls

34,220

Image processed

Service Excellence

Usage Of Archives & Sarawakiana Collections

In 2019, 667 items were used and referred to by users. The highest usage of collections are the departmental records with a total of 364 titles (51%) followed by Sarawakiana collections with 170 titles (25%) and the records retrieved through Migrated Archives with 161 titles (24%).

USAGE

161
24%

Migrated Archives

170
25%

Sarawakiana Collections

346
51%

Department Records



Advisory Visits

Pustaka carried out Records Management Advisory Visits to 10 State departments and agencies. Ninety-four officers in charge of files and records management were involved in the advisory sessions.

94

Participants

10

State Departments

Records Appraisal

Pustaka conducted 16 record appraisals in 2019, covering 1,574 housekeeping and functional files were appraised.

1,574
Files appraised

16
State Departments



Disposal Of Public Records

2019 also witnessed Public Records Disposal of 72,444 records from 11 State Departments.

72,444
Records

11
State Departments

Service Excellence

Records Management Briefing

Five Records Management Briefing were carried out in 2019.

164

Participants

5

State Departments



Records Management Training

Fourteen Records Management Trainings have been conducted in 2019, which involved 477 officers from 152 departments.

477

Participants

152

State Departments

Activities Organised

Pustaka organised 10 Sarwakiana Talks, involving 737 participants, 4 Sarwakiana Exhibition involving 5,727 participants, and 1 Conservation Workshop involving 20 participants in 2019.



Sarwakiana Exhibition And Conservation Workshop



SARAWAKIANA EXHIBITION

'Sarwak Arts & Sculptures Exhibition', held on 14th October 2019 – 31st December 2019 at the Special Collection Room, Sarwak State Library.



CONSERVATION WORKSHOP

Bengkel Pemuliharaan Seni Karya Pustaka Negeri Sarwak, held on 11th-15th February 2019 at the 'Bilik Kursus', State Records Repository.

Statistics Of Online Services

In 2019, Pustaka recorded 8,810 hits on its Sarwakiana Portal, with the highest hits recorded in November (1,609). As for the E-Sarwak Gazette, 4,086 hits were recorded with September having the highest hits at 476.

8,810

Sarwakiana
Portal

4,086

E-Sarwak Gazette

Service Excellence

Book Collection By Subject Classification

Social Sciences contributed to the largest number of the total collection, with 58,556 items (19.7%). Others came in second with 53,964 items (18.2%) while the "Technology" classification was third with 45,472 items (15.4%). Together they contributed 53.3% of the overall collection, while the other 8 categories contributed another 46.7% to the collection. Philosophy had the lowest percentage at 3%.

| CLASSIFICATION | KUCHING | SIBU | MIRI | TOTAL | % |
|-------------------------|----------------|---------------|---------------|----------------|------------|
| Others | 42,651 | 1,446 | 9,867 | 53,964 | 18.2 |
| 000 Computer Science | 14,907 | 309 | 2,495 | 17,711 | 6 |
| 100 Philosophy | 6,319 | 374 | 1,680 | 8,373 | 3 |
| 200 Religion | 7,272 | 164 | 2,658 | 10,094 | 3.4 |
| 300 Social Science | 40,222 | 2,868 | 15,466 | 58,556 | 19.7 |
| 400 Language | 18,516 | 459 | 3,264 | 22,239 | 7.5 |
| 500 Science | 15,032 | 664 | 4,286 | 19,982 | 6.36 |
| 600 Technology | 28,769 | 2,164 | 14,539 | 45,472 | 15.4 |
| 700 Arts | 13,515 | 451 | 3,926 | 17,892 | 6.03 |
| 800 Literature | 16,411 | 940 | 9,148 | 26,499 | 9 |
| 900 History & Geography | 12,955 | 215 | 2,837 | 16,047 | 5.41 |
| TOTAL | 216,569 | 10,094 | 70,166 | 296,829 | 100 |

Acquisition Of Information Resources

The transfer of archives and records from agencies was the biggest contributor to Pustaka's growth of information resources, with 283,672 records (62.1%) or 117% of the total information growth rate. Digitisation activities followed with 126,165 (27.7%) digital copies created or 52% increase in information growth. Next was microfilming at 34,220 (7.5%) microfilms. A total of 456,204 items were acquired through various methods and strategies, contributing to a whopping 187.8% increase in information resources.

283,672

Transfer of
Archives &
Records

126,165

Digitization

34,220

Microfilm

7,425

Purchase

1,714

Legal Deposits

1,035

Gift & Exchange

925

Bequeath

5

Collaborations &
Consortium

Analysis By Category Of Library Collection

| CATEGORY | KUCHING | SIBU | MIRI | TOTAL | % |
|-------------------------|----------------|---------------|---------------|----------------|------------|
| Malay | 17,228 | 788 | 11,653 | 29,669 | 10 |
| English | 121,950 | 7,550 | 31,885 | 161,385 | 54.4 |
| Chinese | 289 | 18 | 40 | 347 | 0.13 |
| Children | 22,006 | 1,600 | 21,003 | 44,609 | 15 |
| Teen | 3,549 | 80 | 1,226 | 4,855 | 1.64 |
| Special Collections | 22,303 | 15 | 812 | 23,130 | 7.8 |
| Special Needs | 841 | 42 | 1,276 | 2,159 | 0.73 |
| Legal Deposit | 18,292 | 1 | 2,271 | 20,564 | 6.9 |
| Government Publication | 10,111 | 0 | 0 | 10,111 | 3.4 |
| TOTAL COLLECTION | 216,569 | 10,094 | 70,166 | 296,829 | 100 |

Service Excellence



ACTIVITY 2

STATISTICAL SUMMARY OF ACTIVITIES & PARTICIPANTS

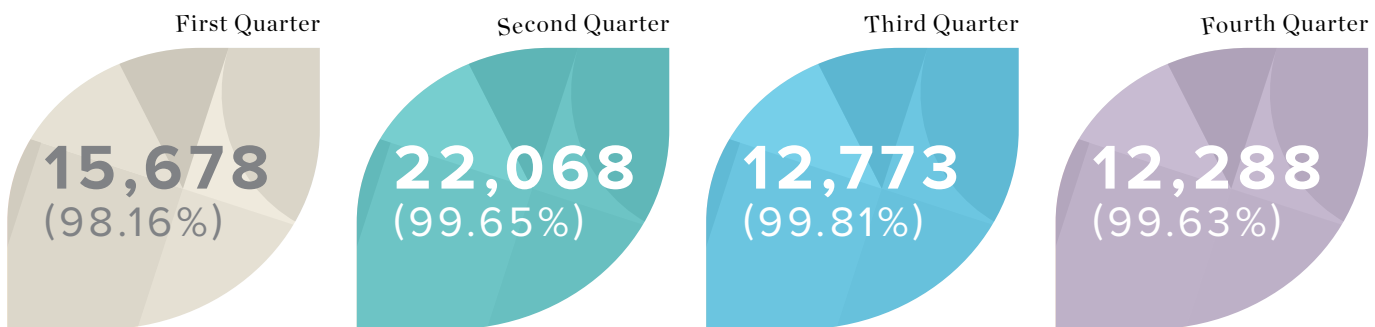
- Community Talk
- Outreach Programme
- My Favorite Read
- American Corner
- Visit/Children Activity
- School Holiday Activities
- Youth Corner
- Makersmeet
- Knowledge Camp
- Sarawak Children’s Festival
- Sarawakiana Talk
- Awareness Talk
- SRR Programmes
- Information Literacy & PANDei
- Records Management
- Others

Beneficiary Satisfaction Rating (Based On A Scale Of 1-5)

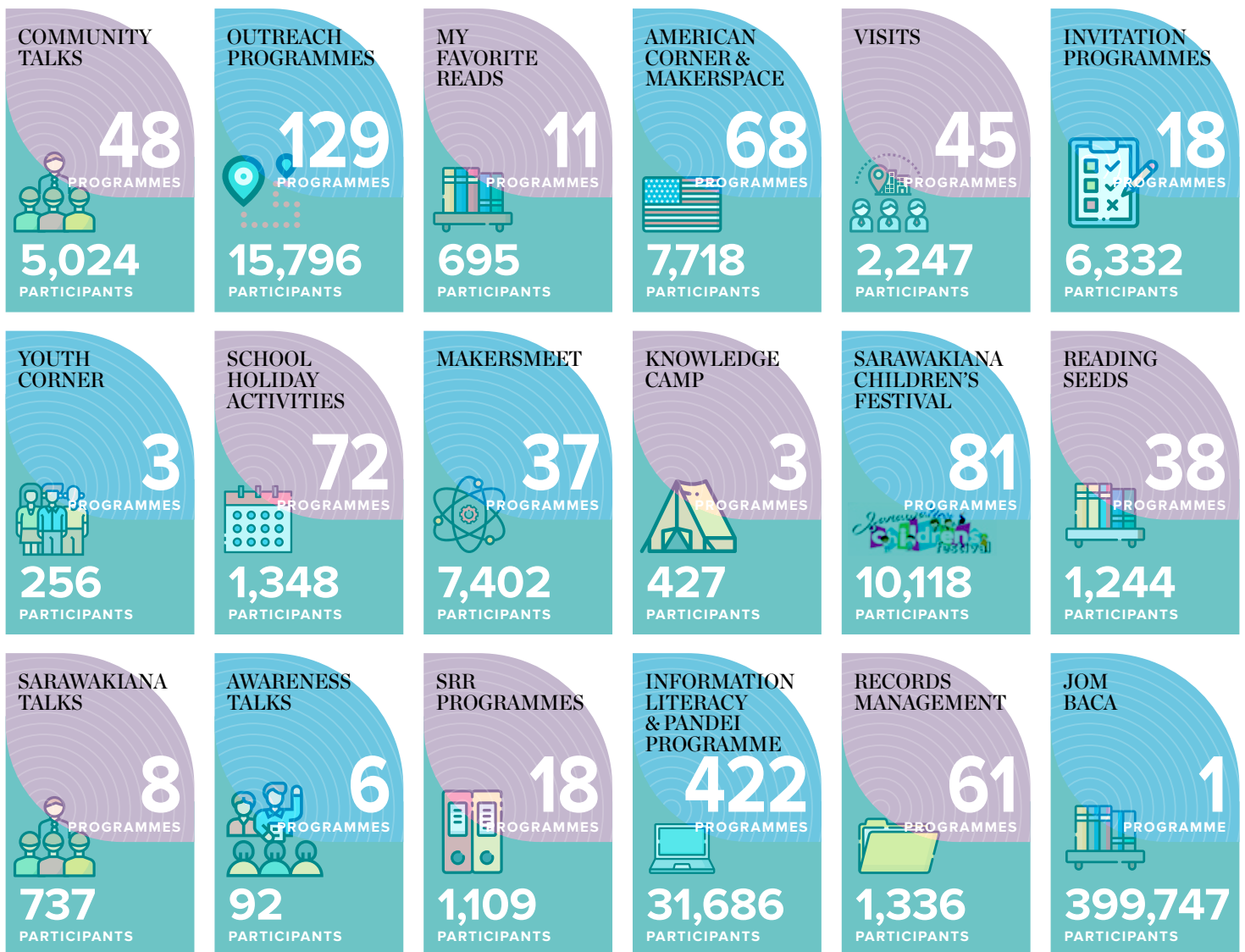
Beneficiary Satisfaction Survey was conducted to determine user satisfaction with the programmes carried out, and to identify suggestions for new developments. Pustaka aimed at a target scale of 3/5 (60%) yearly on beneficiaries satisfaction rating.

Overall average for Beneficiary Satisfaction rating in 2019 was 99.13%.

Beneficiaries Satisfaction Rating Form

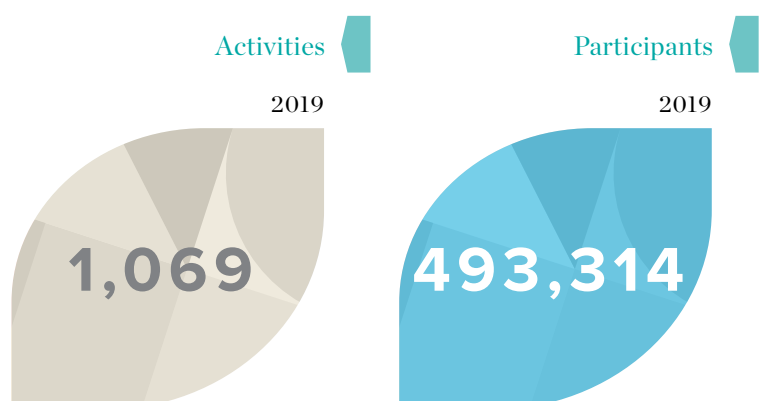


Statistical Summary Of Activities & Participants



Statistical Summary Of Activities & Participants

In 2019, 1069 activities were held, benefiting 493,314 beneficiaries.



Activities 2019



Sarawak Children's Festival 2019

27th & 28th April
5th & 6th December

10,118
PARTICIPANTS



Jom Baca Bersama untuk 10 Minit

23th April



LET'S read together for



399,747
PARTICIPANTS



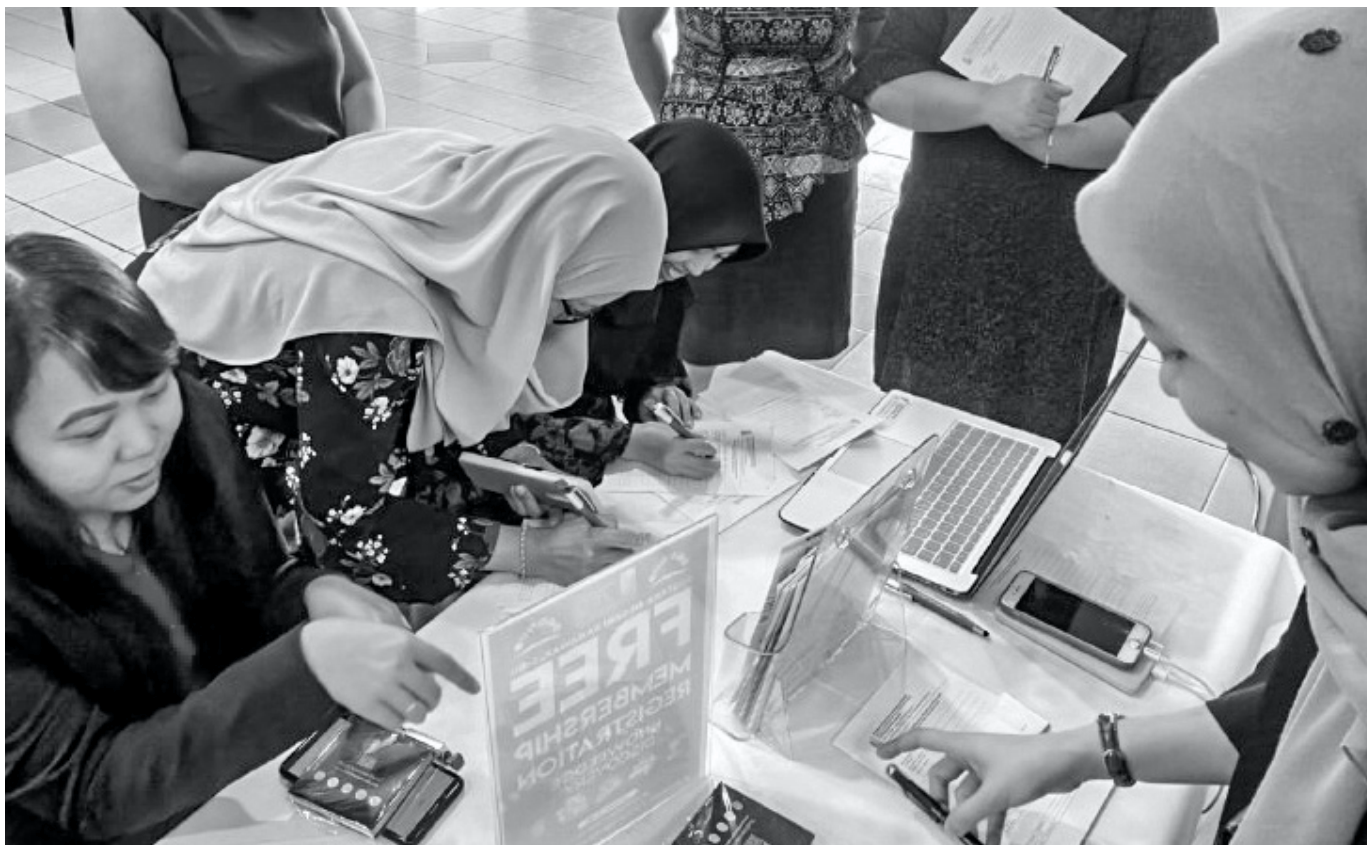


Makersmeet 2019

2nd-3rd & 23rd-24th
November

7,402
PARTICIPANTS

Collaborations Excellence



In 2019, 51 people had registered as members of the Friends of Archives (FoA) programme, while 130 people signed up for the Friends of Pustaka programme. 61 collaborations with Smart Partners.



51

Members of
Friends of Archives

130

Members of
Friends of Pustaka

61

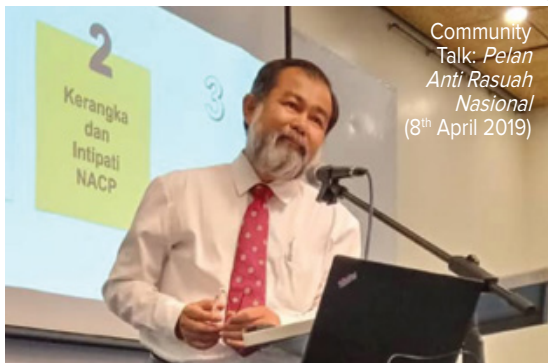
Smart
Partners

Organisational Capacity

6 Shared Values
Activities

82.29%

Overall Index



Community
Talk: *Pelan
Anti Rasuah
Nasional*
(8th April 2019)

9
Programmes

Integrity



Appreciation
and farewell
retirement,
Puan Nesly
Rebid (S48) and
Encik Henry
Leo (S26)

Kind
& Caring

18
Programmes



Strategic Plan Retreat
(21st-23rd January 2019)

Professionalism

9
Programmes

Organisational Capacity

Sense of Urgency & Ownership

63 Programmes

Family Day Pustaka
(14th-16th December 2019)



Gawai Raya (21st June 2019)



Staff Orientation
(20th November 2019)



Team Spirit

69 Programmes



Team Building Pustaka
(27th March 2019)

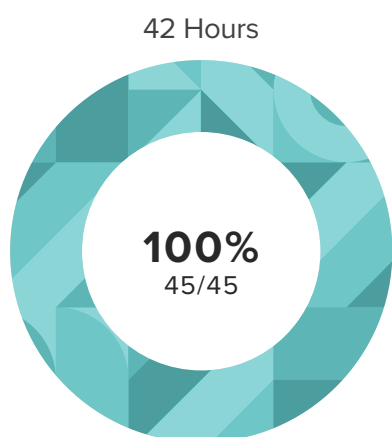
Result Oriented

17 Programmes

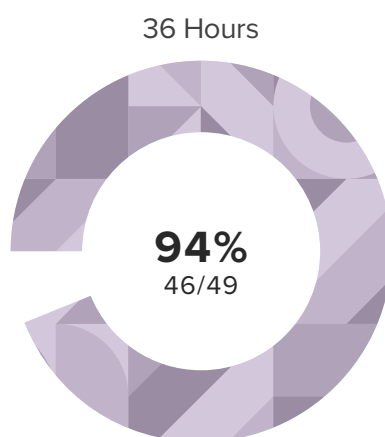
Stress Management Course
(13th-14th May 2019)



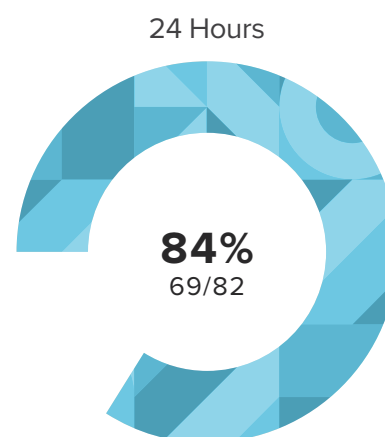
Training Hours Achieved in 2019



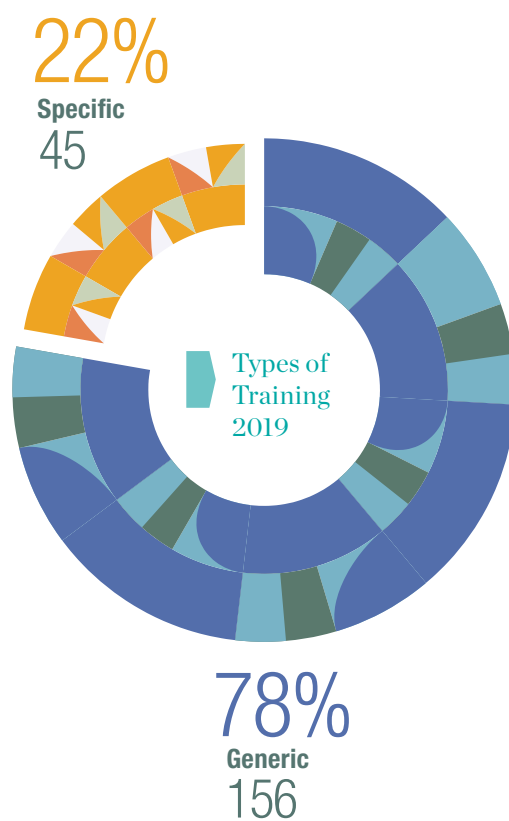
Professional Management Group
(Grade 41 and Above)



Implementer Group
(Grade 27-40)



Implementer Group
(Grade 1-26)



Organisation Achievements & Awards



State Level

- *Anugerah Kualiti Perkhidmatan Awam Negeri Sarawak (AKPANS): Tempat Kedua Anugerah Perak Setiausaha Persekutuan Sarawak 2019 - Kategori Agensi Utama Negeri*
- *Anugerah High Performance Team: Finalists: Reading Seeds and PANDei Projects*
- *Anugerah Cabaran Inovasi Inklusif 2019: Finalist: Reading Seeds and MUSA Projects*
- *Mayor's Award for Halaman Lanskap Organisasi Kerajaan Tercantik: Champion*
- *Mayor's Award for Youth, Culture, Arts and Sports Category*
- *Sarawak Invention, Innovation & Design Expo 2019 (SIIDEX 2019) - Anugerah Gangsa*



National Level

- Community Transformation Awards U-Pustaka Public Libraries Category (State/District/Branches/Local Authority/Community)
- International University of Carnival on E-Learning (UICEL) 2019: PANDei was awarded “Outstanding Open Educational Resources 9OER Awards”
- ICC Convention Prodigy 6: Industrial 4.0 & Gold Award Nadim: Silver Award

International Level (Participation)

- EIFL Public Library Innovation Award
- IFLA Green Library Award 2019
- UNESCO International Literacy Prizes - Confucius Literacy Prize

Acknowledgement To Our Smart Partners

| | | | |
|----|---|----|--|
| 1 | American Corner Sarawak | 32 | Normah Medical Specialist Centre |
| 2 | Angkatan Zaman Mansang (AZAM) Sarawak | 33 | Perbadanan Kemajuan Kraftangan Malaysia Cawangan Sarawak |
| 3 | Arkib Negara Malaysia | 34 | Persatuan Bagi Kebajikan Kanak-Kanak Terencat Akal Sarawak (PERKATA) |
| 4 | City One Mega Mall | 35 | Perpustakaan Negara Malaysia |
| 5 | Danawa Resources Sdn. Bhd. | 36 | Persatuan Dalam Komuniti (PDK) |
| 6 | Dewan Bahasa Dan Pustaka | 37 | Persatuan Karyawan Sastera Sarawak (PEKASA) |
| 7 | Dewan Bandaraya Kuching Utara | 38 | Persatuan Penulis Sarawak (Penulis) |
| 8 | Dewan Undangan Negeri | 39 | Persatuan Pustakawan Sarawak |
| 9 | Dewanita | 40 | Persatuan Pustakawan Malaysia Kumpulan Sarawak |
| 10 | Friend of Archives | 41 | Pink Aerobik |
| 11 | Friends of Library | 42 | Port Dango |
| 12 | Harwood Timber Sdn. Bhd. | 43 | Sarawak Craft Council |
| 13 | Heart Treasures Sdn. Bhd. | 44 | Sarawak General Hospital |
| 14 | Information and Communication Technology Unit (ICTU), Jabatan Ketua Menteri | 45 | Sarawak Heritage Society |
| 15 | Institut Pendidikan Guru Kampus Batul Lintang dan Samarahan | 46 | Sarawak Information System Sdn Bhd (SAINS) |
| 16 | Islamic Information Centre | 47 | Sedidik, Sarawak Economic Development Corporation (SEDC) |
| 17 | Jabatan Kerja Raya (JKR) | 48 | Semua Media Cetak dan Media Elektronik |
| 18 | Jabatan Audit Negara Malaysia | 49 | Setiausaha Kewangan Negeri |
| 19 | Jabatan Hutan | 50 | Suruhanjaya Komunikasi dan Multimedia Malaysia |
| 20 | Jabatan Kebajikan Negeri Sarawak | 51 | Swinburne |
| 21 | Jabatan Ketua Menteri Sarawak | 52 | Tabung Ekonomi Gagasan Anak Serawak (TEGAS) |
| 22 | Jabatan Pendidikan Sarawak | 53 | Ted X Kenyalang |
| 23 | Jabatan Wanita dan Keluarga Sarawak | 54 | Tun Jugah Foundation |
| 24 | Kumpulan Laman Komuniti Pustaka | 55 | Universiti Malaysia Sarawak (UNIMAS) |
| 25 | Local Government Council Development | 56 | US Embassy Kuala Lumpur |
| 26 | Malaysian Administrative Modernisation and Management Planning Unit (MAMPU) | 57 | Universiti Institusi Teknologi Mara (UiTM) Sarawak |
| 27 | Majlis Pengarah-Pengarah Perpustakaan Awam Se-Malaysia (MPAM) | 58 | Unit Audit Dalam, Jabatan Ketua Menteri |
| 28 | Malaysia Productivity Corporation (MPC) | 59 | Unit Pendaftaran Kontraktor dan Juruperunding, Jabatan Ketua Menteri |
| 29 | Ministry of Education, Science and Technological Research | 60 | Unit Permodenan Perkhidmatan Negeri |
| 30 | Muzium Sarawak | 61 | Unit Protokol dan Perhubungan Awam |
| 31 | Mereka Yang Terlibat Secara Tidak Langsung Dalam Menjayakan Program dan Aktiviti Pustaka 2019 | 62 | Unit Sumber Manusia Negeri |
| | | 63 | Yayasan Salam |

The Way Forward



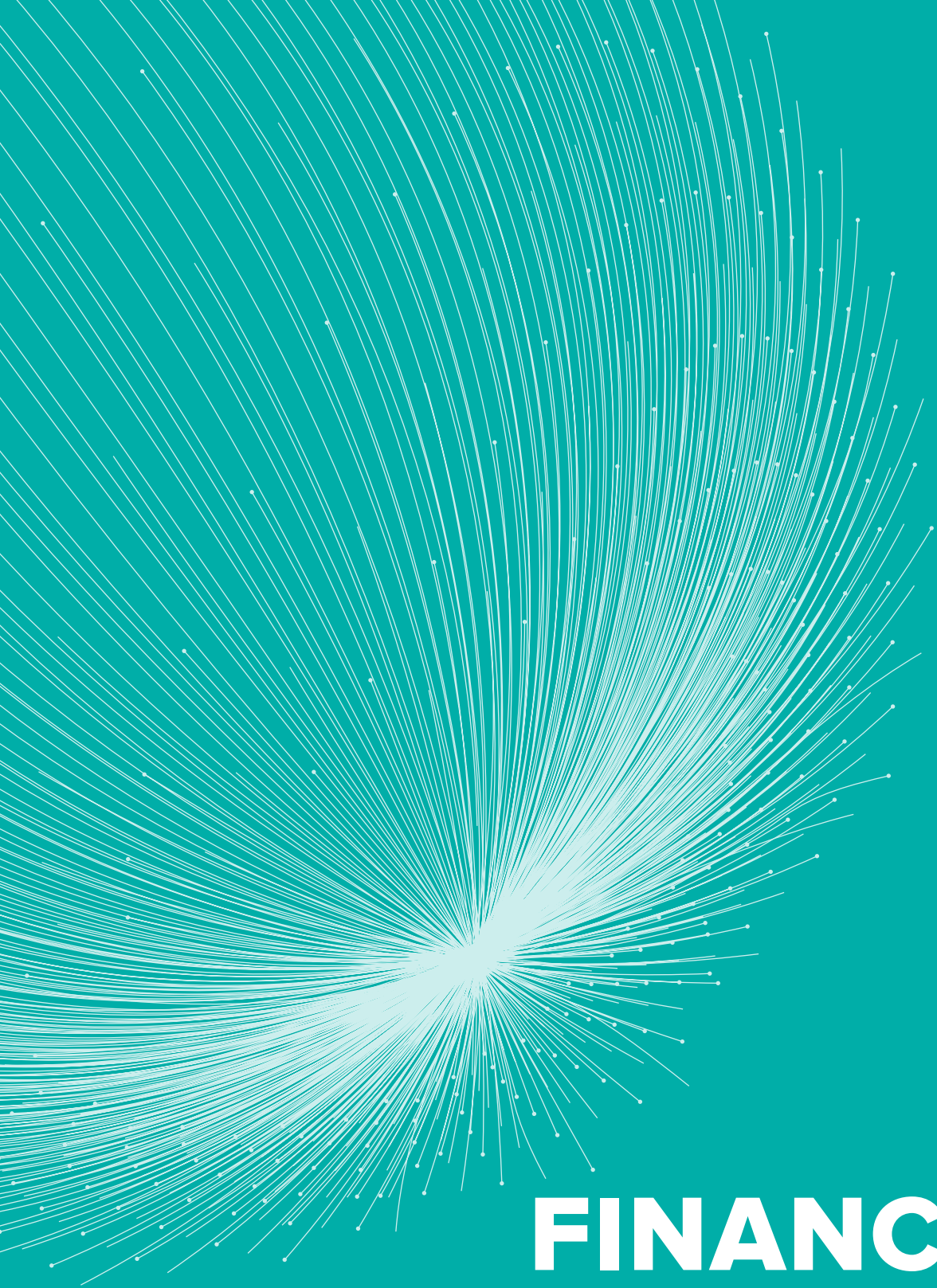
The next major building project entrusted for Pustaka to implement is the construction of the new state archive building. This building will be equipped with an automated storage and retrieval system (ASRS), and will have a visitor centre that will link both the new archive and the current library. The Sarawak State Cabinet approved the design of the project on 22th May, 2019. The project is expected to be completed in 2024.

Pustaka is actively involved in the setting of the State's Electronic Records Management System project, which will address pertinent issues on e-records archiving.

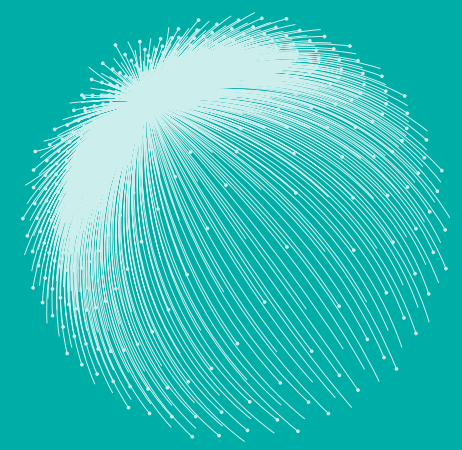
Literacy services to the communities will be further enhanced by setting up Reading Corners in selected long houses, villages and community halls.

Pustaka Sibu will be fully operational in 2020, opening its door to the public, creating a presence for Pustaka in central Sarawak.

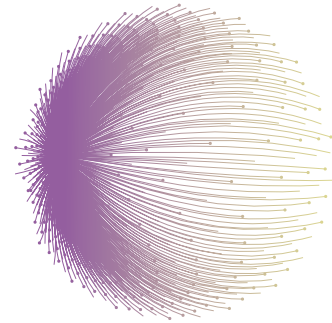
We will continue to innovate, and play important roles in ensuring digital inclusivity of Sarawak's population, developing them as active players of Sarawak's Digital Economy agenda.



FINANCIAL STATEMENT



KANDUNGAN



| | |
|---|-------|
| Senarai Ahli-Ahli Lembaga Pengurusan | 37 |
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| Nota-nota Kepada Penyata Kewangan | 49-65 |

SENARAI AHLI-AHLI LEMBAGA PENGURUSAN

| | |
|---|---|
| Pengerusi | : YBhg. Tan Sri Datuk Amar (Dr.) Haji Hamid Bugo |
| Timbalan pengerusi | : YBhg. Datu Laura Lee Ngien Hion |
| Ahli-ahli lembaga pengurusan | : YBrs. Pn Maizan Bt Ismail Perpustakaan Negara Malaysia |
| | : YBrs. Dr. Rita Manurung |
| | : YBrs. Prof. Dr. Shahren Ahmad Zaidi Adruce Universiti Malaysia Sarawak |
| | : YBhg. Datu William Patrick Nyigor |
| | : YB Ir. Lo Khere Chiang |
| Ahli <i>ex-officio</i> | : YBrs. Tuan Haji Ismail Bin Haji Mohd Hanis Pengarah Unit Sumber Manusia Negeri |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

PEGAWAI YANG BERTANGGUNGJAWAB

| | | |
|--------------------------------|---|--|
| Ketua Pegawai Eksekutif | : | Dr. Hajah Rashidah Haji Bolhassan Ketua Pegawai Eksekutif |
| Alamat Berdaftar | : | Jalan Pustaka Off Jalan Stadium Petra Jaya 93050 Kuching Sarawak |
| Juruaudit | : | Ketua Audit Negara |
| Bank Utama | : | RHB (Malaysia) Berhad Jalan Kulas 93400 Kuching |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**PENYATA Pengerusi dan Seorang
Ahli Lembaga Pengurusan**

Kami, TAN SRI DATUK AMAR (DR.) HAJI HAMID BUGO dan DATU LAURA LEE NGIEN HION yang merupakan pengerusi dan salah seorang Ahli Lembaga Pengurusan PUSTAKA NEGERI SARAWAK, dengan ini menyatakan bahawa, pada pendapat Lembaga Pengurusan, Penyata Kedudukan Kewangan, Penyata Pendapatan Komprehensif, Penyata Perubahan Ekuiti dan Penyata Aliran Tunai yang berikut ini berserta dengan nota-nota di dalamnya adalah disediakan untuk menunjukkan pandangan yang benar dan saksama berkenaan kedudukan PUSTAKA NEGERI SARAWAK pada 31 Disember 2019 dan hasil kendaliannya dan aliran tunai bagi tahun yang berakhir pada tarikh tersebut.

Bagi pihak Lembaga Pengurusan,

Bagi pihak Lembaga Pengurusan,



TAN SRI DATUK AMAR (DR.) HAJI
HAMID BUGO
Pengerusi
Lembaga Pengurusan



DATU LAURA LEE NGIEN HION
Ahli
Lembaga Pengurusan

KUCHING, SARAWAK.
Tarikh: 05-10-2020

KUCHING, SARAWAK.
Tarikh: 02-10-2020

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**PENGAKUAN OLEH PEGAWAI UTAMA YANG
BERTANGGUNGJAWAB KE ATAS PENGURUSAN KEWANGAN**

Saya, DR. RASHIDAH HAJI BOLHASSAN (610429-13-5070) pegawai utama yang bertanggungjawab ke atas pengurusan kewangan PUSTAKA NEGERI SARAWAK, dengan ikhlasnya mengakui bahawa Penyata Kedudukan Kewangan, Penyata Pendapatan Komprehensif, Penyata Perubahan Ekuiti dan Penyata Aliran Tunai yang berikut ini berserta dengan nota-nota di dalamnya, mengikut sebaik-baik pengetahuan dan kepercayaan saya, adalah betul dan saya membuat ikrar ini dengan sebenarnya mempercayai bahawa ianya itu adalah benar dan atas kehendak-kehendak Akta Akuan Berkanun, 1960.

Sebenarnya dan sesungguhnya
diakui oleh penama di atas
di KUCHING, SARAWAK
pada 05. haribulan 102020



Di hadapan saya,



~~DESURUHJAYA SUMPAAH~~
JULIUS SCOTT ANAK SAPONG
2nd Class Magistrate
Kuching District Office
State of Sarawak, Malaysia.

Yuran Surat Sumpah RM 4.00

No. Resit Bayaran.....³⁰³²⁵⁹ / btki 05 OCT 2020

No. Surat Sumpah..... /
Pejabat R. & D Bahagian Kuching

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**SIJIL KETUA AUDIT NEGARA
MENGENAI PENYATA KEWANGAN
PUSTAKA NEGERI SARAWAK
BAGI TAHUN BERAKHIR 31 DISEMBER 2019****Sijil Mengenai Pengauditan Penyata Kewangan****Pendapat**

Penyata Kewangan Pustaka Negeri Sarawak yang merangkumi Penyata Kedudukan Kewangan pada 31 Disember 2019 dan Penyata Pendapatan Komprehensif, Penyata Perubahan Ekuiti serta Penyata Aliran Tunai bagi tahun berakhir pada tarikh tersebut, ringkasan polisi perakaunan yang signifikan dan nota kepada penyata kewangan seperti yang dinyatakan pada muka surat 9 hingga 29, telah diaudit wakil saya.

Pada pendapat saya, penyata kewangan ini memberikan gambaran yang benar dan saksama mengenai kedudukan kewangan Pustaka Negeri Sarawak pada 31 Disember 2019 dan prestasi kewangan serta aliran tunai bagi tahun berakhir pada tarikh tersebut selaras dengan Piawaian Pelaporan Entiti Persendirian Malaysia (MPERS), *The Statutory Bodies (Financial and Accounting Procedure) Ordinance, 1995* dan *The Sarawak State Library Ordinance, 1999*.

Asas Kepada Pendapat

Pengauditan telah dilaksanakan berdasarkan Akta Audit 1957 dan *International Standards of Supreme Audit Institutions*. Tanggungjawab saya dihuraikan selanjutnya di perenggan Tanggungjawab Juruaudit Terhadap Pengauditan Penyata Kewangan dalam sijil ini. Saya percaya bahawa bukti audit yang diperoleh adalah mencukupi dan bersesuaian untuk dijadikan asas kepada pendapat saya.

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

Kebebasan dan Tanggungjawab Etika Lain

Saya adalah bebas daripada Pustaka Negeri Sarawak dan telah memenuhi tanggungjawab etika lain berdasarkan *International Standards of Supreme Audit Institutions*.

Maklumat Lain Selain Daripada Penyata Kewangan dan Sijil Juruaudit Mengenainya

Lembaga Pengurusan Pustaka Negeri Sarawak bertanggungjawab terhadap maklumat lain dalam Laporan Tahunan. Pendapat saya terhadap Penyata Kewangan Pustaka Negeri Sarawak tidak meliputi maklumat lain selain daripada Penyata Kewangan dan Sijil Juruaudit mengenainya dan saya tidak menyatakan sebarang bentuk kesimpulan jaminan mengenainya.

Tanggungjawab Lembaga Pengurusan Terhadap Penyata Kewangan

Lembaga Pengurusan bertanggungjawab terhadap penyediaan Penyata Kewangan Pustaka Negeri Sarawak yang memberi gambaran benar dan saksama selaras dengan Piawaian Pelaporan Entiti Persendirian Malaysia (MPERS), *The Statutory Bodies (Financial and Accounting Procedure) Ordinance, 1995* dan *The Sarawak State Library Ordinance, 1999*. Lembaga Pengurusan juga bertanggungjawab terhadap penetapan kawalan dalaman yang perlu bagi membolehkan penyediaan Penyata Kewangan Pustaka Negeri Sarawak yang bebas daripada salah nyata yang ketara, sama ada disebabkan fraud atau kesilapan.

Semasa penyediaan Penyata Kewangan Pustaka Negeri Sarawak, Lembaga Pengurusan bertanggungjawab untuk menilai keupayaan Pustaka Negeri Sarawak untuk beroperasi sebagai satu usaha berterusan, mendedahkannya jika berkaitan serta menggunakannya sebagai asas perakaunan.

Tanggungjawab Juruaudit Terhadap Pengauditan Penyata Kewangan

Objektif saya adalah untuk memperoleh keyakinan yang munasabah sama ada Penyata Kewangan Pustaka Negeri Sarawak secara keseluruhannya adalah bebas daripada salah nyata yang ketara, sama ada disebabkan fraud atau kesilapan, dan mengeluarkan Sijil Juruaudit yang merangkumi pendapat saya. Jaminan yang munasabah adalah satu tahap jaminan yang tinggi, tetapi bukan satu jaminan bahawa audit yang dijalankan mengikut *International Standards of Supreme Audit Institutions* akan sentiasa mengesan salah nyata

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

yang ketara apabila ia wujud. Salah nyata boleh wujud daripada fraud atau kesilapan dan dianggap ketara sama ada secara individu atau agregat sekiranya boleh dijangkakan dengan munasabah untuk mempengaruhi keputusan ekonomi yang dibuat oleh pengguna berdasarkan penyata kewangan ini.

Sebagai sebahagian daripada pengauditan mengikut *International Standards of Supreme Audit Institutions*, saya menggunakan pertimbangan profesional dan mengekalkan keraguan profesional sepanjang pengauditan. Saya juga:

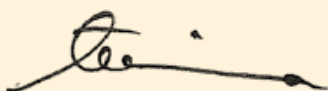
- a. Mengetahui pasti dan menilai risiko salah nyata ketara dalam Penyata Kewangan Pustaka Negeri Sarawak, sama ada disebabkan fraud atau kesilapan, merangka dan melaksanakan prosedur audit yang responsif terhadap risiko berkenaan serta mendapatkan bukti audit yang mencukupi dan bersesuaian untuk memberikan asas kepada pendapat saya. Risiko untuk tidak mengesan salah nyata ketara akibat daripada fraud adalah lebih tinggi daripada kesilapan kerana fraud mungkin melibatkan pakatan, pemalsuan, ketinggalan yang disengajakan, representasi yang salah, atau mengatasi kawalan dalaman.
- b. Memahami kawalan dalaman yang relevan untuk merangka prosedur audit yang bersesuaian tetapi bukan untuk menyatakan pendapat mengenai keberkesanan kawalan dalaman Pustaka Negeri Sarawak.
- c. Menilai kesesuaian dasar perakaunan yang diguna pakai, kemunasabahan anggaran perakaunan dan pendedahan yang berkaitan oleh Lembaga Pengurusan.
- d. Membuat kesimpulan terhadap kesesuaian penggunaan asas perakaunan untuk usaha berterusan oleh Lembaga Pengurusan dan berdasarkan bukti audit yang diperoleh, sama ada wujudnya ketidakpastian ketara yang berkaitan dengan peristiwa atau keadaan yang mungkin menimbulkan keraguan yang signifikan terhadap keupayaan Pustaka Negeri Sarawak sebagai satu usaha berterusan. Jika saya membuat kesimpulan bahawa ketidakpastian ketara wujud, saya perlu melaporkan dalam Sijil Juruaudit terhadap pendedahan yang berkaitan dalam Penyata Kewangan Pustaka Negeri Sarawak atau, jika pendedahan tersebut tidak mencukupi, pendapat saya akan diubah. Kesimpulan saya dibuat berdasarkan bukti audit yang diperoleh sehingga tarikh Sijil Juruaudit.
- e. Menilai sama ada keseluruhan persembahan termasuk pendedahan Penyata Kewangan Pustaka Negeri Sarawak memberi gambaran yang saksama.

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

Hal-hal Lain

Sijil ini dibuat untuk Lembaga Pengurusan berdasarkan *The Statutory Bodies (Financial and Accounting Procedure) Ordinance, 1995* serta *The Sarawak State Library Ordinance, 1999* dan bukan untuk tujuan lain. Saya tidak bertanggungjawab terhadap pihak lain bagi kandungan sijil ini.



(THOMAS ANAK PAUL BILUN)

b.p. KETUA AUDIT NEGARA

KUCHING, SARAWAK

TARIKH: 19 NOVEMBER 2020



PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

PENYATA KEDUDUKAN KEWANGAN PADA 31 DISEMBER 2019

| | Nota | 2019 RM | 2018 RM |
|--------------------------------------|------|--------------------|-------------------|
| Aset Bukan Semasa | | | |
| Loji dan peralatan | 7 | 36,509,710 | 24,735,307 |
| Aset Semasa | | | |
| Tunai dan kesetaraan tunai | 8 | 97,227,505 | 44,559,773 |
| Penghutang dan prabayaran | 9 | 972,911 | 951,641 |
| Jumlah Aset Semasa | | 98,200,416 | 45,511,414 |
| Jumlah Aset | | 134,710,126 | 70,246,721 |
| Ekuiti | | | |
| Surplus terkumpul | | 26,810,953 | 19,379,926 |
| Rizab modal | | 283 | 283 |
| Jumlah Ekuiti | | 26,811,236 | 19,380,209 |
| Liabiliti Bukan Semasa | | | |
| Manfaat pekerja | 12 | 210,932 | 338,701 |
| Liabiliti Semasa | | | |
| Pemiutang | 10 | 9,252,452 | 5,132,407 |
| Pendahuluan daripada Kerajaan Negeri | 11 | 97,903,694 | 45,395,404 |
| Percukaian | | 531,812 | - |
| Jumlah Liabiliti Semasa | | 107,687,958 | 50,527,811 |
| Jumlah Liabiliti | | 107,898,890 | 50,866,512 |
| Jumlah Ekuiti dan Liabiliti | | 134,710,126 | 70,246,721 |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**PENYATA PENDAPATAN KOMPREHENSIF
BAGI TAHUN BERAKHIR 31 DISEMBER 2019**

| | Nota | 2019 RM | 2018 RM |
|---------------------------------|------|-------------------------|-------------------------|
| Hasil kendalian | 13 | 60 | 82 |
| Lain-lain hasil | 14 | 2,487,751 | 2,023,491 |
| Geran Kerajaan Negeri | 15 | 40,291,711 | 33,452,843 |
| Kos pekerja | 16 | (12,183,751) | (10,834,702) |
| Susut nilai | 7 | (924,594) | (947,600) |
| Lain-lain kos operasi | 17 | (21,708,338) | (18,252,226) |
| Surplus daripada operasi | | <u>7,962,839</u> | <u>5,441,888</u> |
| Percukaian | 18 | (531,812) | - |
| Surplus bersih daripada operasi | | <u><u>7,431,027</u></u> | <u><u>5,441,888</u></u> |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**PENYATA PERUBAHAN EKUITI
BAGI TAHUN BERAKHIR 31 DISEMBER 2019**

| | Rizab Modal RM | Lebihan Terkumpul RM | Jumlah RM |
|-----------------------------------|-------------------------------|-------------------------------------|----------------------|
| Pada 1 Januari 2019 | 283 | 19,379,926 | 19,380,209 |
| Surplus bersih untuk tahun semasa | - | 7,431,027 | 7,431,027 |
| Pada 31 Disember 2019 | <u>283</u> | <u>26,810,953</u> | <u>26,811,236</u> |
| | Rizab Modal RM | Lebihan Terkumpul RM | Jumlah RM |
| Pada 1 Januari 2018 | 283 | 13,938,038 | 13,938,321 |
| Surplus bersih untuk tahun semasa | - | 5,441,888 | 5,441,888 |
| Pada 31 Disember 2018 | <u>283</u> | <u>19,379,926</u> | <u>19,380,209</u> |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

PENYATA ALIRAN TUNAI
BAGI TAHUN BERAKHIR 31 DISEMBER 2019

| | Nota | 2019 RM | 2018 RM |
|---|----------|--------------------------|-------------------------|
| ALIRAN TUNAI DARI AKTIVITI OPERASI | | | |
| Surplus daripada operasi | | 7,962,839 | 5,441,888 |
| Pelarasan untuk: | | | |
| Geran pembangunan | | (4,860,398) | (4,936,223) |
| Peruntukan manfaat pekerja | | 24,907 | 68,578 |
| Susut nilai loji dan peralatan | | 924,594 | 947,600 |
| Pendapatan faedah | | (2,194,048) | (1,722,871) |
| Keuntungan daripada aset tetap yang dilupuskan | | (842) | - |
| Pelupusan loji dan peralatan | | 1,054 | - |
| <i>Keuntungan/(Kerugian) operasi sebelum perubahan modal kerja</i> | | <i>1,858,106</i> | <i>(201,028)</i> |
| Penambahan dalam penghutang dan prabayaran | | (50,603) | (139,121) |
| Penambahan dalam pemiutang | | 4,120,045 | 1,991,714 |
| <i>Tunai dari aktiviti operasi</i> | | <i>5,927,548</i> | <i>1,651,565</i> |
| Pembayaran manfaat pekerja | | (152,676) | - |
| <i>Tunai bersih dari aktiviti operasi</i> | | <i>5,774,872</i> | <i>1,651,565</i> |
| ALIRAN TUNAI DARI AKTIVITI PELABURAN | | | |
| Penempatan deposit tetap | | (1,148,932) | (1,713,664) |
| Faedah diterima | | 2,223,381 | 1,722,871 |
| Pembelian loji dan peralatan | | (12,700,428) | (9,894,521) |
| Perolehan dari pelupusan loji dan peralatan | | 1,219 | - |
| Geran pembangunan diterima | | 57,368,688 | 9,857,421 |
| <i>Tunai bersih dari/ (digunakan dalam) aktiviti pelaburan</i> | | <i>45,743,928</i> | <i>(27,893)</i> |
| Penambahan bersih dalam tunai dan kesetaraan tunai | | 51,518,800 | 1,623,672 |
| Tunai dan kesetaraan tunai pada awal tahun | | 14,958,422 | 13,334,750 |
| Tunai dan kesetaraan tunai pada akhir tahun | 8 | 66,477,222 | 14,958,422 |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****1. AKTIVITI UTAMA**

Di bawah "Sarawak State Library Ordinance, 1999 – (Chapter 19)" Pustaka Negeri Sarawak (Pustaka) berperanan seperti berikut:-

- (a) Menyediakan maklumat terkini, tepat, sesuai dan mudah diakses dalam pelbagai format sebagai bahan utama untuk perkembangan ekonomi dan pembangunan sosial Negeri dan warganya.
- (b) Membangun dan menyumbang kepada pangkalan data bibliografi yang sesuai dengan bahan rujukan yang diterbitkan di Sarawak.
- (c) Menjadikan Pustaka sebagai pembekal maklumat Negeri Sarawak.
- (d) Menyertai rangkaian perpustakaan dan perkhidmatan maklumat di peringkat nasional dan antarabangsa.
- (e) Menyediakan persekitaran pembelajaran melalui program dan pameran yang dianjurkan supaya dapat menambah kesedaran tentang kepentingan perkhidmatan maklumat dan mengajar tentang kemahiran penyelidikan maklumat.
- (f) Mengurus dan mentadbir Depositori Negeri dan berfungsi sebagai Pusat Rekod Awam Negeri juga.
- (g) Menubuhkan, mengurus dan menyelenggara arkib awam Negeri.
- (h) Mempromosi amalan pengurusan rekod dan arkib Negeri secara efektif dan efisien.
- (i) Menubuhkan, menyelenggara dan mengurus pusat rekod.
- (j) Menyedia latihan dan tunjuk ajar dalam pengurusan rekod awam dan arkib awam.

2. MEMATUHI PIAWAIAN LAPORAN KEWANGAN

Penyata kewangan ini telah disediakan dengan mematuhi *Malaysian Private Entities Reporting Standard* (MPERS) yang dikeluarkan oleh *Malaysian Accounting Standards Board* (MASB).

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR 31 DISEMBER 2019

3. POLISI PENGURUSAN RISIKO KEWANGAN

Pengurusan risiko kewangan Pustaka adalah untuk memastikan sumber kewangan yang mencukupi untuk pembangunan operasi di samping menguruskan kadar faedahnya dan kecairan. Pustaka beroperasi dengan garis panduan jelas mengikut "*The Sarawak State Library Ordinance, 1999*". Pustaka juga tidak mengambil bahagian dalam transaksi spekulasi.

(a) Risiko Kadar Faedah

Risiko utama kadar faedah berhubung hutang faedah, memandangkan Pustaka tidak mempunyai jumlah besar aset berfaedah jangka panjang pada 31 Disember 2019. Pelaburan dalam aset kewangan pada lazimnya untuk jangka pendek dan ianya tidak dipegang atas tujuan spekulasi.

(b) Risiko Kecairan

Pustaka sentiasa menguruskan profil hutang matang, aliran tunai operasi dan kesediaan bantuan kewangan untuk memastikan bahawa semua keperluan bayaran balik dan bantuan kewangan dapat dipenuhi. Sebagai pengurusan kecairan berhati-hati, Pustaka telah mengekalkan tahap tunai dan setara tunai yang mencukupi untuk memenuhi permintaan modal kerja. Pustaka juga berusaha untuk mengekalkan kedudukan kecairan pada tahap yang munasabah kepada keseluruhan kedudukan hutangnya.

4. ASAS PENYEDIAAN

Penyata kewangan ini telah disediakan mengikut kelaziman kos sejarah.

Pengurusan telah menggunakan anggaran dan andaian dalam mengukur jumlah aset dan liabiliti pada akhir tempoh pelaporan serta amaun hasil dan perbelanjaan sepanjang tempoh laporan ini. Pertimbangan dan andaian yang digunakan dalam pengukuran, dan dengan itu, keputusan sebenar mungkin bertepatan dengan jumlah yang dilaporkan. Perkara yang melibatkan pertimbangan dan ketidaktentuan anggaran penting dinyatakan dalam Nota 6.

NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR 31 DISEMBER 2019

5. DASAR-DASAR PERAKAUNAN PENTING

(a) Buku Perpustakaan

Buku perpustakaan tidak dipermodalkan.

(b) Loji Dan Peralatan

Aset nyata operasi yang digunakan untuk lebih daripada satu tempoh perakaunan bagi pengeluaran dan pembekalan barang dan perkhidmatan, untuk tujuan pentadbiran atau disewa kepada orang lain diiktiraf sebagai hartanah, loji dan peralatan apabila Pustaka memperoleh kawalan aset. Aset, termasuk alat ganti utama, peralatan yang diservis, dan peralatan gentian, dikelaskan ke dalam kelas yang sesuai berdasarkan kepada jenisnya. Sebarang penggantian berikutnya bagi komponen penting dalam aset yang sedia ada dipermodalkan sebagai komponen baru dalam aset dan komponen yang lama tidak lagi diiktiraf.

Semua loji dan peralatan pada mulanya dinyatakan pada kos. Bagi aset yang dibeli, kos terdiri daripada harga pembelian tambah semua kos langsung yang ditanggung dalam membawa aset tersebut ke lokasi dan keadaan untuk digunakan pihak pengurusan. Bagi aset yang dibina sendiri, kos terdiri daripada semua kos langsung dan tidak langsung pembinaan (termasuk peruntukan bagi membaik pulih dan kos pemeriksaan utama) tetapi tidak termasuk keuntungan dalaman.

Loji dan peralatan dinyatakan pada kos setelah ditolak susut nilai. Susut nilai diperuntukan mengikut kaedah garis lurus supaya memansuhkan kos setiap harta di sepanjang anggaran hayat kegunaannya. Kaedah pengiraan susut nilai telah diubah dari asas tahunan ke asas bulanan mulai dari tahun 2001.

Loji dan peralatan diturunkan nilai pada amaun yang boleh didapatkan balik jika amaun yang boleh didapatkan balik kurang dari nilai buku bersih. Amaun yang boleh didapatkan balik adalah amaun yang lebih tinggi antara harga jualan aset bersih atau amaun yang digunakan.

Kadar-kadar tahunan susut nilai adalah seperti berikut:-

| | |
|-------------------------|-----|
| Kelengkapan Pejabat | 20% |
| Perabot dan Peralatan | 10% |
| Komputer dan Aksesori | 20% |
| Kenderaan | 20% |
| Pengubahsuaian Bangunan | 10% |

Kerja dalam proses tidak disusut nilai sehingga ia boleh digunakan.

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR 31 DISEMBER 2019

5. DASAR-DASAR PERAKAUNAN PENTING (sambungan)

(c) Geran Kerajaan Negeri

Pustaka tidak mengiktiraf geran kerajaan termasuk geran bukan kewangan pada nilai saksama, sehingga ada jaminan yang munasabah bahawa Pustaka akan mematuhi syarat-syarat yang disertakan bersama-sama geran dan geran tersebut akan diterima.

Geran Kerajaan Pustaka termasuk bantuan Kerajaan untuk penyediaan dalam projek-projek sosial di kawasan yang belum dibangunkan yang mungkin tidak mempunyai syarat-syarat yang khusus berkaitan dengan aktiviti operasi Pustaka.

Semua geran Kerajaan diiktiraf sebagai pendapatan dalam penyata pendapatan secara sistematik sepanjang tempoh di mana Pustaka mengiktiraf sebagai perbelanjaan kos berkaitan yang mana geran adalah bertujuan untuk membayar ganti rugi. Apa-apa baki yang belum diiktiraf dalam untung atau rugi dikira sebagai pendapatan tertunda seperti liabiliti dalam penyata kedudukan kewangan.

Geran yang berkaitan dengan aset bukan kewangan dan geran lain yang diterima tetapi belum diiktiraf dalam untung atau rugi ditunjukkan sebagai pendapatan tertunda dan diiktiraf dalam untung atau rugi atas dasar garis lurus sepanjang hayat berguna aset yang berkaitan atau berdasarkan syarat-syarat bantuan yang diterima, yang mana berkenaan.

i. Geran Operasi

Geran Operasi diterima untuk aktiviti operasi atau penyelenggaraan aktiviti – aktiviti dan dikredit ke Penyata Pendapatan.

ii. Geran Pembangunan

Geran Pembangunan diterima untuk aktiviti projek pembangunan atau penyelenggaraan projek pembangunan dan dikredit ke Pendahuluan daripada Kerajaan Negeri di bawah Liabiliti Semasa.

(d) Cukai Tertanggung

Peruntukan dibuat berdasarkan kaedah liabiliti untuk cukai tertanggung disebabkan perbezaan masa, kecuali ada kemungkinan perbezaan masa akan berterusan pada masa hadapan. Perbezaan masa yang menyebabkan baki cukai tertanggung didebitkan tidak akan dicatat melainkan ada jangkaan yang munasabah untuk merealisasikannya.

NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR 31 DISEMBER 2019

5. DASAR-DASAR PERAKAUNAN PENTING (sambungan)

(e) Kemudahan Kakitangan

Pustaka mengiktiraf tanggungan apabila pekerja telah menyediakan perkhidmatan sebagai pertukaran untuk manfaat pekerja yang akan dibayar pada masa depan dan perbelanjaan apabila Pustaka menggunakan manfaat ekonomi yang timbul daripada perkhidmatan yang disediakan oleh pekerja sebagai pertukaran untuk manfaat pekerja.

i. Kemudahan jangka pendek untuk kakitangan

Upah, gaji, cuti tahunan berbayar serta cuti sakit, bonus dan faedah/kemudahan bukan dalam bentuk wang untuk kakitangan adalah diambil kira di dalam tempoh di mana perkhidmatan diberikan oleh kakitangan Pustaka.

ii. Pelan caruman tetap

Caruman Pustaka kepada skim/kumpulan wang tetap adalah dicajkan kepada penyata pendapatan di dalam tempoh di mana ia berlaku. Tanggungan Pustaka adalah dianggap tamat sebaik pembayaran caruman dibuat.

Menurut peruntukan undang-undang, agensi-agensi di Malaysia perlu membuat caruman kepada Skim Pencen sama ada Kumpulan Wang Amanah Pencen atau Kumpulan Wang Simpanan Pekerja. Caruman-caruman tersebut dianggap sebagai perbelanjaan di dalam penyata pendapatan di dalam tempoh di mana ia berlaku.

6. PERTIMBANGAN KRITIKAL DAN KETIDAKPASTIAN ANGGARAN

Ketidakpastian anggaran

Pengukuran beberapa aset dan liabiliti memerlukan pihak pengurusan menggunakan anggaran berdasarkan pelbagai input yang boleh diperhatikan dan andaian lain. Antara item yang tertakluk kepada ketidaktentuan anggaran penting Pustaka adalah dalam mengukur: (a) peruntukan; (b) susut nilai hartanah, loji dan peralatan.

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****6. PERTIMBANGAN KRITIKAL DAN ANGGARAN KETIDAKPASTIAN
(sambungan)****(a) Pengukuran Peruntukan**

Pustaka menggunakan anggaran terbaik sebagai asas untuk mengukur peruntukan. Pengurusan menilai anggaran berdasarkan pengalaman sejarah Pustaka dan input lain atau andaian, perkembangan semasa dan peristiwa masa hadapan yang secara munasabahnyanya dalam hal keadaan tertentu. Jika kewajipan adalah untuk diselesaikan lebih masa, aliran keluar dijangka didiskaun pada kadar yang mengambil kira nilai masa wang dan risiko bahawa keputusan sebenar mungkin berbeza daripada anggaran yang dibuat. Keputusan sebenar mungkin berbeza daripada anggaran yang dibuat dan ini akan membawa kesan yang besar ke atas kedudukan kewangan dan keputusan organisasi.

(b) Susut nilai loji dan peralatan

Kos sesuatu item loji dan peralatan disusut nilaikan mengikut kaedah garis lurus atau kaedah lain yang sistematik yang mencerminkan konsumsi manfaat ekonomi aset sepanjang hayat. Anggaran digunakan dalam pemilihan kaedah susut nilai, hayat berguna dan nilai sisa. Penggunaan sebenar manfaat ekonomi daripada loji dan peralatan mungkin berbeza daripada anggaran yang digunakan dan ini boleh membawa kepada keuntungan dan kerugian atas pelupusan akhir item loji dan peralatan.

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR 31 DISEMBER 2019**7. LOJI DAN PERALATAN**

| Tahun 2019 Kos | Kelengkapan Pejabat | | Perabot dan Peralatan | | Komputer dan Aksesori | | Kenderaan | | Pembaharuan Bangunan | | Kerja dalam proses | | Jumlah | |
|-----------------------|---------------------|------------------|-----------------------|----------------|-----------------------|-------------------|-------------------|----|----------------------|----|--------------------|----|--------|----|
| | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM |
| Pada 1.1.2019 | 2,678,174 | 973,078 | 3,015,696 | 270,896 | 93,105 | 22,478,209 | 29,509,158 | | | | | | | |
| Tambahan | 452,823 | 142,269 | 1,616,728 | - | 54,800 | 10,433,808 | 12,700,428 | | | | | | | |
| Pelupusan | (21,703) | (5,224) | (6,739) | - | - | - | (33,666) | | | | | | | |
| Pada 31.12.2019 | 3,109,294 | 1,110,123 | 4,625,685 | 270,896 | 147,905 | 32,912,017 | 42,175,920 | | | | | | | |
| Susut nilai terkumpul | | | | | | | | | | | | | | |
| Pada 1.1.2019 | 2,004,359 | 656,994 | 1,835,188 | 215,814 | 61,496 | - | 4,773,851 | | | | | | | |
| Tambahan | 274,209 | 58,427 | 546,721 | 34,537 | 10,700 | - | 924,594 | | | | | | | |
| Pelupusan | (20,710) | (4,994) | (6,531) | - | - | - | (32,235) | | | | | | | |
| Pada 31.12.2019 | 2,257,858 | 710,427 | 2,375,378 | 250,351 | 72,196 | - | 5,666,210 | | | | | | | |
| Nilai buku bersih | | | | | | | | | | | | | | |
| Pada 31.12.2019 | 851,436 | 399,696 | 2,250,307 | 20,545 | 75,709 | 32,912,017 | 36,509,710 | | | | | | | |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR 31 DISEMBER 2019**7. LOJI DAN PERALATAN (sambungan)**

| Tahun 2018 | Kelengkapan Pejabat | | Perabot dan Peralatan | | Komputer dan Aksesori | | Kenderaan | | Pengubahsuaian Bangunan | | Kerja dalam proses | | Jumlah | |
|------------------------------|---------------------|----------------|-----------------------|----------------|-----------------------|-------------------|-------------------|----|-------------------------|----|--------------------|----|--------|----|
| | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM | RM |
| <u>Kos</u> | | | | | | | | | | | | | | |
| Pada 1.1.2018 | 2,553,224 | 922,314 | 2,965,337 | 270,896 | 93,105 | 12,809,761 | 19,614,637 | | | | | | | |
| Tambahan | 124,950 | 50,764 | 50,359 | - | - | 9,668,448 | 9,894,521 | | | | | | | |
| Pada 31.12.2018 | 2,678,174 | 973,078 | 3,015,696 | 270,896 | 93,105 | 22,478,209 | 29,509,158 | | | | | | | |
| <u>Susut nilai terkumpul</u> | | | | | | | | | | | | | | |
| Pada 1.1.2018 | 1,673,504 | 604,775 | 1,313,211 | 181,276 | 53,485 | - | 3,826,251 | | | | | | | |
| Tambahan | 330,855 | 52,219 | 521,977 | 34,538 | 8,011 | - | 947,600 | | | | | | | |
| Pada 31.12.2018 | 2,004,359 | 656,994 | 1,835,188 | 215,814 | 61,496 | - | 4,773,851 | | | | | | | |
| <u>Nilai buku bersih</u> | | | | | | | | | | | | | | |
| Pada 31.12.2018 | 673,815 | 316,084 | 1,180,508 | 55,082 | 31,609 | 22,478,209 | 24,735,307 | | | | | | | |

Bangunan Pustaka Negeri Sarawak, Kuching dan Pustaka Negeri Sarawak, Miri adalah hakmilik Kerajaan Negeri Sarawak berdasarkan *Sarawak State Library Ordinance, 1999, Part II, No. 6. Ownership of State Library Property*; "All properties, movable or immovable, for the use of the State Library or to enable the State Library to undertake or fulfill its statutory functions and powers and to provide the services envisaged under this Ordinance, shall be the property of the Government, and may, if so directed by the *Majlis Mesyuarat Kerajaan Negeri*, be vested in the name of the Council or such other body as the *Majlis Mesyuarat Kerajaan Negeri* may determine.

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****8. TUNAI DAN KESETARAAN TUNAI**

| | 2019 RM | 2018 RM |
|---------------------------------|-------------------|-------------------|
| Wang tunai | 916 | 435 |
| Tunai di bank | 57,806,837 | 6,592,814 |
| Simpanan tetap di bank berlesen | 39,419,752 | 37,966,524 |
| Jumlah | 97,227,505 | 44,559,773 |

Kadar faedah pada tarikh pelaporan adalah 3.35% hingga 4.30% (2018: 3.30% hingga 4.15%) setahun dan deposit tetap tempoh matang 33 (2018: 33)hari.

Tunai dan kesetaraan tunai termasuk perkara-perkara berikut bagi tujuan Penyata Aliran Tunai:-

| | 2019 RM | 2018 RM |
|---|-------------------|-------------------|
| Tunai dan kesetaraan tunai | 97,227,505 | 44,559,773 |
| Tolak: Simpanan tetap yang mempunyai tempoh matang melebihi 3 bulan | (30,750,283) | (29,601,351) |
| Jumlah | 66,477,222 | 14,958,422 |

9. PENGHUTANG DAN PRABAYARAN

| | 2019 RM | 2018 RM |
|--------------------------------------|----------------|----------------|
| Penghutang | 681,693 | 655,216 |
| Prabayaran: | | |
| Insuran | 175,430 | 208,566 |
| <i>On-line Database and Magazine</i> | - | 1,469 |
| <i>Security System Tag</i> | 76,290 | 77,610 |
| Lain-lain prabayaran | 39,498 | 8,780 |
| Jumlah | 972,911 | 951,641 |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****10. PEMIUTANG**

| | 2019 | 2018 |
|--------------------------|------------------|------------------|
| | RM | RM |
| Lain-lain pemiutang | 7,844,753 | 4,392,664 |
| Deposit dan wang tahanan | 1,407,699 | 739,743 |
| Jumlah | 9,252,452 | 5,132,407 |

11. PENDAHULUAN DARIPADA KERAJAAN NEGERI

| Tahun 2019 | Baki 1.1.2019 | Terimaan | Perbelanjaan | Baki 31.12.2019 |
|---|-------------------|-------------------|------------------|--------------------|
| | RM | | | RM |
| (a) Latihan & Pembangunan Sumber Manusia | 91,227 | 200,000 | 289,203 | 2,024 |
| (b) Pembangunan Koleksi Am | - | 2,400,000 | 2,209,643 | 190,357 |
| (c) Pembangunan Taman Awam dan Landskap | 382,070 | 200,000 | 263,749 | 318,321 |
| (d) Pustaka Sibru | 31,211,906 | 11,000,000 | - | 42,211,906 |
| (e) Pemuliharaan Bahan-bahan Arkib dan Program | 450,570 | 725,000 | 876,855 | 298,715 |
| (f) <i>Digitising Equipment of Microfilms Government Record</i> | 100 | - | 100 | - |
| (g) <i>Research On Reading Habits</i> | 73 | - | - | 73 |
| (h) <i>State Archive Building</i> | 5,798,751 | 40,000,000 | - | 45,798,751 |
| (i) <i>Microfilm and Digitization of Documents</i> | 1,228,286 | 275,000 | 1,220,848 | 282,438 |
| (j) Aset - Kelengkapan Pejabat | 493,049 | 336,319 | - | 829,368 |
| (k) Aset - Perabot & Peralatan | 101,320 | 342,117 | - | 443,437 |
| (l) Aset - Komputer & Aksesori | 1,076,641 | 1,545,052 | - | 2,621,693 |
| (m) Aset - Pengubahsuaian Bangunan | 2,800,000 | 345,200 | - | 3,145,200 |
| (n) Aset - <i>ICT Component Sibru</i> | 1,761,411 | - | - | 1,761,411 |
| | 45,395,404 | 57,368,688 | 4,860,398 | 97,903,694 |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****11. PENDAHULUAN DARIPADA KERAJAAN NEGERI (sambungan)**

| Tahun 2018 | Baki | Terimaan | Perbelanjaan | Baki |
|---|-------------------|------------------|------------------|-------------------|
| | 1.1.2018 | | | 31.12.2018 |
| | RM | RM | RM | RM |
| (a) Latihan & Pembangunan Sumber Manusia | 153,770 | 200,000 | 262,543 | 91,227 |
| (b) Pembangunan Koleksi Am | 1,702,886 | 2,400,000 | 4,102,886 | - |
| (c) Pembangunan Taman Awam dan Landskap | 573,829 | 200,000 | 391,759 | 382,070 |
| (d) Pustaka Sibiu | 31,211,906 | - | - | 31,211,906 |
| (e) Pemuliharaan Bahan-bahan Arkib dan Program | - | 550,000 | 99,430 | 450,570 |
| (f) <i>Digitising Equipment of Microfilms Government Record</i> | 100 | - | - | 100 |
| (g) <i>Research On Reading Habits</i> | 73 | - | - | 73 |
| (h) <i>State Archive Building</i> | 5,798,751 | - | - | 5,798,751 |
| (i) <i>Microfilm and Digitization of Documents</i> | 1,032,891 | 275,000 | 79,605 | 1,228,286 |
| (j) Aset - Kelengkapan Pejabat | - | 493,049 | - | 493,049 |
| (k) Aset - Perabot & Peralatan | - | 101,320 | - | 101,320 |
| (l) Aset - Komputer & Aksesori | - | 1,076,641 | - | 1,076,641 |
| (m) Aset - Pengubahsuaian Bangunan | - | 2,800,000 | - | 2,800,000 |
| (n) Aset - <i>ICI Component Sibiu</i> | - | 1,761,411 | - | 1,761,411 |
| | 40,474,206 | 9,857,421 | 4,936,223 | 45,395,404 |

12. MANFAAT PEKERJA

| | 2019 | 2018 |
|----------------------------------|----------------|----------------|
| | RM | RM |
| <u>Gantian cuti rehat</u> | | |
| Bawa ke hadapan | 338,701 | 270,123 |
| Perbelanjaan manfaat pekerja | 24,907 | 68,578 |
| Pelarasan | (152,676) | - |
| Dibawa ke hadapan | 210,932 | 338,701 |
| Jangka pendek | - | - |
| Jangka panjang | 210,932 | 338,701 |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****13. HASIL KENDALIAN**

| | 2019 RM | 2018 RM |
|-----------------------|------------|------------|
| Servis maklumat niaga | <u>60</u> | <u>82</u> |

14. LAIN-LAIN HASIL

| | 2019 RM | 2018 RM |
|--|-------------------------|-------------------------|
| Denda | 26,803 | 27,478 |
| Auditorium | 41,435 | 39,695 |
| Bilik seminar/mesyuarat/diskusi/konferan | 53,016 | 53,866 |
| Galeri pameran | 33,266 | 42,000 |
| Kafeteria dan kedai buku | 21,600 | 21,600 |
| Faedah dari simpanan tetap | 2,194,048 | 1,722,871 |
| Lain-lain hasil | 117,583 | 115,981 |
| Jumlah | <u><u>2,487,751</u></u> | <u><u>2,023,491</u></u> |

PUSTAKA NEGERI SARAWAK
(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019**

15. GERAN KERAJAAN NEGERI

| | 2019 RM | 2018 RM |
|-------------------|-------------------|-------------------|
| Geran Operasi | 35,431,313 | 28,516,620 |
| Geran Pembangunan | 4,860,398 | 4,936,223 |
| Jumlah | 40,291,711 | 33,452,843 |

16. KOS PEKERJA

| | 2019 RM | 2018 RM |
|------------------------------|-------------------|-------------------|
| Perbelanjaan manfaat pekerja | 24,907 | 68,578 |
| Gaji dan elaun | 10,629,604 | 9,384,022 |
| KWSP | 1,091,852 | 1,014,952 |
| PERKESO | 5,524 | 4,859 |
| Subsidi | 111,073 | 120,340 |
| Pakaian seragam | 36,501 | 35,932 |
| Perubatan | 284,290 | 206,019 |
| Jumlah | 12,183,751 | 10,834,702 |
| Bilangan kakitangan | 183 orang | 171 orang |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****17. LAIN-LAIN KOS OPERASI**

| | 2019 | 2018 |
|--|------------------|------------------|
| | RM | RM |
| Pengawal keselamatan | 364,740 | 342,906 |
| Perbelanjaan pejabat | 737,287 | 552,825 |
| Pengangkutan dan perjalanan | 848,847 | 381,124 |
| Pencetakan | 139,662 | 348,989 |
| Penyelenggaraan <i>Security System Tag</i> | 103,320 | 105,035 |
| Penyelenggaraan bangunan | 1,488,089 | 1,645,220 |
| Elaun Ahli Lembaga Pengurusan | 201,000 | 100,000 |
| Keraian dan jamuan awam | 296,416 | 167,430 |
| Latihan | 440,333 | 495,314 |
| Insuran | 407,549 | 406,123 |
| Elektrik | 1,125,722 | 1,093,698 |
| Air | 33,332 | 28,975 |
| Telefon | 106,265 | 87,929 |
| Perhubungan awam dan pemasaran | 191,963 | 118,221 |
| Honorarium | 33,505 | 25,626 |
| Pembersihan bangunan | 354,116 | 378,265 |
| Sewa | 71,760 | 64,963 |
| Baki dibawa ke bawah | 6,943,906 | 6,342,643 |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****17. LAIN-LAIN KOS OPERASI (sambungan)**

| | 2019 | 2018 |
|---|-------------------|-------------------|
| | RM | RM |
| Baki dibawa ke hadapan | 6,943,906 | 6,342,643 |
| Yuran profesional | 6,715 | 8,000 |
| Penyelenggaraan taman dan landskap | 868,243 | 685,578 |
| Yuran audit | 4,500 | 4,500 |
| <i>Online Database</i> | 704,424 | 700,000 |
| Majalah dan Jurnal | 177,714 | 179,139 |
| Penyelenggaraan koleksi | 18,599 | 31,686 |
| <i>Acquisition of Sarawakiana materials</i> | 318,675 | 209,721 |
| Servis komunikasi awam | 122,484 | 94,361 |
| <i>Legal Deposit</i> | 175,220 | 287,000 |
| <i>Record Management</i> | 230,077 | 199,623 |
| <i>Archive Management</i> | 410,256 | 411,862 |
| Kempen membaca | 484,816 | 248,676 |
| <i>Outreach programme</i> | 428,178 | 248,235 |
| <i>Leasing/ rental of multimedia computers</i> | 211,386 | 237,870 |
| <i>Angkasa Library System Maintenance</i> | 147,915 | 112,631 |
| <i>ICT professional services</i> | 380,974 | 298,143 |
| <i>Support and Maintenance of Platform Equipment</i> | 197,119 | 279,978 |
| <i>Dedicated Internet Access</i> | 103,456 | 105,673 |
| <i>Support and Maintenance of Wireless LAN</i> | 90,000 | 99,745 |
| <i>Support and Maintenance SRR Platform Equipment</i> | 125,186 | 130,687 |
| <i>Maintenance Union Catalogue Sarawak</i> | 220,423 | 169,909 |
| <i>Support and Maintenance CCTV, Fingerprint</i> | 96,424 | 93,419 |
| <i>Angkasa Library System Perpustakaan Awam</i> | 249,244 | 191,452 |
| <i>State KM Portal</i> | 64,130 | 99,633 |
| Perbelanjaan pembangunan | 4,860,398 | 4,936,224 |
| Lain-lain perbelanjaan | 4,067,876 | 1,845,838 |
| Jumlah | 21,708,338 | 18,252,226 |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****18. PERCUKAIAN****Peruntukan cukai**

Kementerian Kewangan di bawah Seksyen 127 (3)(b) telah memberi pengecualian cukai pendapatan kepada Pustaka Negeri Sarawak berkuatkuasa mulai dari tahun taksiran 1999.

Peruntukan cukai dibuat berdasarkan faedah deposit tetap sahaja.

Cukai tertangguh

Peruntukan sementara amaun boleh cukai/dibenarkan sebagai tolakan cukai adalah tidak matan untuk diambil kira sebagai aset/liabiliti cukai tertangguh.

| | 2019 RM | 2018 RM |
|-------------------------------|------------|------------|
| Perbelanjaan cukai pendapatan | 531,812 | - |

Penyesuaian perbelanjaan cukai pendapatan yang boleh digunakan untuk lebihan sebelum cukai pada kadar cukai pendapatan berkanun kepada perbelanjaan cukai pendapatan efektif Pustaka adalah seperti berikut:

| | 2019 RM | 2018 RM |
|--|----------------|-------------|
| Surplus sebelum cukai | 7,962,839 | 5,441,888 |
| Cukai dikira pada kadar cukai berkanun sebanyak 24% (2018: 24%) | 1,911,081 | 1,306,053 |
| Kesan cukai daripada: | | |
| - perbelanjaan tidak boleh ditolak bagi tujuan cukai | (1,379,269) | (1,306,053) |
| | 531,812 | - |

PUSTAKA NEGERI SARAWAK

(Ditubuhkan di bawah "Sarawak State Library Ordinance, 1999")

**NOTA-NOTA KEPADA PENYATA KEWANGAN BAGI TAHUN BERAKHIR
31 DISEMBER 2019****19. MATA WANG FUNGSIAN**

Penyata kewangan ini dibentangkan dalam Ringgit Malaysia (RM), yang merupakan mata wang fungsian Pustaka.

20. KOMITMEN MODAL

| | 2019 RM | 2018 RM |
|---|---------------------------|---------------------------|
| Perolehan dan pengembangan loji dan peralatan | <u>287,000,548</u> | <u>287,000,548</u> |
| Jumlah perbelanjaan modal diluluskan oleh Lembaga Pengurusan | | |
| - yang belum dikontrak | 270,029,149 | 275,777,927 |
| - yang telah dikontrak | 16,971,399 | 11,222,621 |
| Jumlah perbelanjaan modal yang diluluskan | <u>287,000,548</u> | <u>287,000,548</u> |



Pustaka Negeri Sarawak (2000)



Pustaka Miri (2002)



State Records Repository (2007)



Pustaka Sibul (2020)



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