

REPORT OF THE AUDITOR GENERAL OF THE REPUBLIC OF TRINIDAD AND TOBAGO ON THE FINANCIAL STATEMENTS OF THE NATIONAL LIBRARY AND INFORMATION SYSTEM AUTHORITY FOR THE YEAR ENDED 30 SEPTEMBER, 2011

The accompanying Financial Statements of the National Library and Information System Authority for the year ended 30 September, 2011 have been audited. The Statements comprise a Statement of Financial Position as at 30 September, 2011, a Statement of Comprehensive Income, a Statement of Changes in Equity, a Statement of Cash Flows for the year ended 30 September, 2011, Accounting Policies and Explanatory Notes to the Financial Statements numbered 1 to 12.

2. The audit was conducted by a firm of Accountants appointed by the Auditor General in accordance with section 29 (3) of the National Library and Information System Act, Chapter 40:01. Their Report dated 31 October, 2017, which is attached, refers.

SUBMISSION OF REPORT

3. This Report is being submitted to the Speaker of the House of Representatives, the President of the Senate and the Minister of Finance in accordance with the provisions of sections 116 and 119 of the Constitution of the Republic of Trinidad and Tobago.

18TH JULY, 2018 PORT-OF-SPAIN



MAJEED ALI AUDITOR GENERAL

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FINANCIAL STATEMENTS

YEAR ENDED 30TH SEPTEMBER 2011

Maharaj Mohammed & Co.

Chartered Accountants

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH SEPTEMBER 2011

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NATIONAL LIBRARY AND INFORMATION SYSTEM AUTHORITY

Report on the Financial Statements

We have audited the financial statements of National Library and Information System Authority which comprises the statement of financial position as at 30th September 2011, statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory notes, as stated on pages 4 to 16. The previous year's financial statements were examined by auditors other than ourselves, who issued a qualified audit report on the said financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards (IFRS). This responsibility includes: designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of 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 auditors' judgement, 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 auditors consider internal controls 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.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Included in the Statement of Financial Position is a balance of \$45,624,743, which represents Property, Plant and Equipment. During our examination, we were unable to verify the existence of a material portion of these assets, located at the various branches due to inadequate documentary evidence, linking the asset register to physical verification exercises. Further, in accordance with International Accounting Standard (IAS) 16 - Property, Plant and Equipment, the Authority has not complied with the revaluation and disclosure of assets at fair value. Several properties and other property, plant and equipment has been recorded and maintained at nominal value in these financial statements.

Included in the Statement of Financial Position is the balance for Inventory, in the amount of \$310,657. In accordance with International Standards of Auditing (ISA) 501 – Audit Evidence, we were unable to supervise or conduct audit procedures during the inventory count, as our appointment as external auditors took place subsequent to year end. We were unable to conduct alternative procedures to provide adequate assurance or audit evidence in order to verify the Inventory balance so stated.

We draw attention to Note 2(a) of the Notes to the Financial Statements, specifically Significant Accounting Policies, where contrary to the adoption and disclosures according to IFRS, the Authority has applied government grants related to capital expenditure to the Statement of Comprehensive Income, in accordance with Section 24 of the National Library and Information System Act, 1998 (NALIS Act 1998). This treatment departs from International Accounting Standard 20 - Accounting for Government Grants which dictates the treatment of grants related to assets to be treated as deferred income or deduction of the grant in arriving at the carrying amount of the asset (IAS 20.24).

Opinion

Except for the matters stated in the preceding paragraphs, in our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Authority as at 30th September 2011, and the results of its operations and cash flows for the year then ended, in accordance with International Financial Reporting Standards for SMEs.

Maharaj Mohammed & Co.

Maharaj Mohanned of Co.

Chartered Accountants

Trinidad & Tobago

31st October 2017

NATIONAL LIBRARY AND INFORMATION SYSTEM AUTHORITY STATEMENT OF FINANCIAL POSITION AT 30TH SEPTEMBER 2011

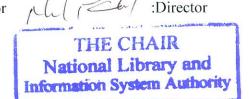
	Notes	2011	2010
		\$	\$
Non-current assets			
Property, plant and equipment Motor vehicle loans due after one year	6	45,624,743 <u>393,520</u> 46,018,263	52,034,957 <u>352,092</u> 52,387,049
Current assets		40,010,203	32,307,049
Cash and bank balances	3	32,558,761	39,856,875
Accounts receivable and prepayments Inventory	5	5,128,933 310,657	10,494,158 241,265
inventory	J		
		37,998,351	50,592,298
Total Assets		84,016,614	102,979,347
Accumulated funds and Liabilities			
	7	16,901,778	16,901,778
Opening Capital Accumulated surplus	/	26,896,667	26,771,782
. roommands sorprise		43,798,445	43,673,560
Non-current liabilities		43,778,443	43,073,300
Pension liability	10	37,276,000	56,803,000
		37,276,000	56,803,000
Current liabilities			
Accounts payable and accruals Refundable deposits	8	2,932,862 	2,493,480 9,307
		2,942,169	2,502,787
Total Liabilities and Shareholders' Equity		84,016,614	102,979,347

The accompanying notes on pages 8 to 16 form an integral part of these financial statements.



Romain : Director

EXECUTIVE DIRECTOR
National Library and
Information System Authority



STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30TH SEPTEMBER 2011

	Note	2011	2010
		\$	\$
Income			
Government subventions - recurrent		143,453,547	132,833,718
Other income	11	845,197	947,077
		144,298,744	133,780,795
Expenditure			
Salaries and wages	12	76,104,607	68,423,390
Depreciation		13,107,086	12,597,345
Pension		10,673,725	11,998,000
Security		6,618,461	6,423,390
Repairs and maintenance		5,269,221	8,110,978
Development programme		4,513,019	3,267,509
Electricity		3,283,864	3,575,638
Janitorial services		3,278,649	2,969,601
Magazines and periodicals		3,948,470	4,740,675
Legal and professional fees		2,355,113	5,020,965
Rental of premises		2,323,862	1,867,030
Telephone and communication		2,605,284	2,794,305
Insurance		2,503,933	2,301,151
Promotion, publicity and printing		1,627,276	1,688,835
Rental of vehicles and equipment		1,307,891	149,662
Office stationery and supplies		1,037,151	1,467,299
Travelling		917,481	840,588
Materials and supplies		628,947	824,337
Training		466,654	552,504
Conferences and seminars		510,049	991,598
Directors' remuneration		414,327	528,612
Motor vehicle expenses		307,834	
Water rates		166,504	1,216,470
Audit		125,000	125,000
Bank charges and interest		24,635	26,446
Medical		16,880	2,050
Uniforms		32,306	67,718
Entertainment		5,630	8,516
Surplus/ (deficit) for the year		124,885	(<u>8,798,817</u>)

The accompanying notes on pages 8 to 16 form an integral part of these financial statements.

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30TH SEPTEMBER 2011

	Accumulated Fund	Reserve Funds	Total
	\$	\$	\$
Balance at 1st October 2009	16,901,778	21,775,599	38,677,377
Prior year pension provision	· 	13,795,000	13,795,000
Deficit for the year	_	(8,798,817)	(8,798,817)
Balance at 30th September 2010	16,901,778	26,771,782	43,673,560
Balance at 1st October 2010 Surplus for the year	16,901,778 -	26,771,782 124,885	43,673,560 124,885
Balance at 30th September 2011	16,901,778	26,896,667	43,798,445

The accompanying notes on pages 8 to 16 form an integral part of these financial statements.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30TH SEPTEMBER 2011

7	Note	2011 \$	2010 \$
Operating Activities			
Net surplus/(deficit) for the year		124,885	(8,798,817)
Adjustment for:			
Depreciation of property, plant and equipment		13,107,086	12,597,345
Operating profit before working capital changes		13,231,971	3,798,528
Movements in working capital			
Decrease/(increase) in accounts receivable and prepayment Increase in inventories Increase/(decrease) in accounts payable and accruals (Decrease)/increase in pension liability		5,365,225 (69,392) 439,382 (19,527,000)	(4,514,278) (23,681) (20,224,424) 11,998,000
Net cash utilized in operating activities		(559,814)	(8,965,855)
Investing activities			
(Increase)/decrease in motor vehicle loans Purchase of property, plant and equipment		(41,428) (<u>6,696,872</u>)	59,434 (<u>15,647,282</u>)
Cash used in investing activities		(6,738,300)	(15,587,848)
Net decrease in cash and cash equivalents Cash at the beginning of the year Cash at the end of the year		(7,298,114) 39,856,875 32,558,761	(24,553,703) <u>64,410,578</u> <u>39,856,875</u>
Represented By:			
Cash on hand Cash at bank		1,300 32,557,461	1,300 <u>39,855,575</u>
		32,558,761	<u>39,856,875</u>

The accompanying notes on pages 8 to 16 form an integral part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS AT 30TH SEPTEMBER 2011

1. Incorporation and principal activities

National Library and Information System Authority (NALIS) was established by an Act of Parliament - National Library and Information System Act Chapter 40.01 (1998), which came into effect 10th September 1998. The head office is located at Corner Hart and Abercromby Streets, Port-of-Spain, Trinidad, with some twenty (20) branch locations throughout Trinidad and Tobago.

The principal activity of NALIS is to provide a national library and information service to the public to facilitate educational, cultural, economic, social and political development.

2. Significant Accounting Policies

(a) Basis of Accounting

The financial statements have been prepared on a historical cost basis and no account has been taken of the effects of inflation.

The financial statements have been prepared in accordance with International Financial Reporting Standards (IFRS) and by reference to the National Library and Information System Act, 1998 (NALIS Act 1998).

These financial statements depart from the IFRS, in conjunction with Section 24 of the NALIS Act 1998, with regard to the treatment of the Government Subventions for revenue purposes. All funds received, for recurrent or capital expenditure, are to be applied to the Statement of Comprehensive Income, with any surplus arising to be applied to Reserve Funds to finance future expansion and the provision of services to NALIS (Section 24 (2)).

This treatment is inconsistent with IAS 20 - Accounting for Government Grants, whereby government subventions relevant to capital expenditure should be treated as deferred income or deduction of the grant in arriving at the carrying amount of the asset (IAS 20.24).

(b) Revenue Recognition

Revenue is recognized on an accrual basis and derived from the receipt of government subventions based on statutory budget allocations.

Other income is recognized on an accrual basis.

(c) Foreign currency

Foreign currency transactions during the year are translated into Trinidad and Tobago dollars at the exchange rates ruling at the dates of the transactions. Currents assets and liabilities denominated in foreign currencies are translated at the exchange rates prevailing at the balance sheet date. Gains or losses thus arising are included in the statement of income.

NOTES TO THE FINANCIAL STATEMENTS AT 30TH SEPTEMBER 2011

2. Significant Accounting Policies (Continued)

(d) Use of estimates

The preparation of financial statements in conformity with International Financial Reporting Standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

(e) Inventory

Inventory is recorded on a first-in-first-out (FIFO) basis.

(f) Property, plant and equipment

In 1998, the property, plant and equipment of the Central Library of Trinidad and Tobago and San Fernando Carnegie Free Library were vested to NALIS, in accordance with Section 35(1) NALIS Act Chapter 40:01. The value at which all assets were recorded totaled \$6.00. The Ministry of Finance - Valuation Division was subsequently engaged to perform valuation exercises on the said assets to update the fair values reported to date. This process has not been completed to date.

Depreciation is provided (on all other assets) on a straight-line basis at varying rates to write-off the cost of the assets over their estimated useful lives.

The rates are as follows:

Buildings	5%
Motor vehicles	25%
Office equipment	20%
Furniture and fixtures	10%
Conservation laboratory equipment	25%
Books	20%
Computer equipment	33.33%

Depreciation is not charged on the following:

- a) Artwork
- b) Building Work-in-Progress
- c) Freehold land

Excluded from these financial statements is the fair value of the Head Office land and building - Port-of-Spain. These premises were let to NALIS through the Ministry of Public Administration, under lease agreement between the Government of Trinidad & Tobago and Republic Finance and Merchant Bank Limited (FINCOR).

NOTES TO THE FINANCIAL STATEMENTS AT 30TH SEPTEMBER 2011

2. Significant Accounting Policies (Continued)

(g) Cash and cash equivalents.

Cash and cash equivalents consist of highly liquid investments with original maturities of three months or less and are carried at cost, which approximates market value.

(h) Accounts payable

Accounts payable are obligations on the basis of normal credit terms and do not bear interest.

(i) Accounts receivable

Accounts receivable are amounts due from customers for goods sold or services performed in the ordinary course of business. All collections from sales are expected in one year or less and are classified as current assets. Accounts receivable are initially recognized at the transaction price. They are subsequently measured at cost less provision for impairment. A provision for impairment of accounts receivable is established when there is objective evidence that the company will not be able to recover all amounts due according to the original terms of the receivables.

(i) Taxation

Section 27(1) of the National Library and Information System Act Chapter 40:01 states: "NALIS is exempt from all taxes, duties, fees, charges, assessments, levies and imposts on assets which it acquires for its own use."

(k) Reserve Funds

Section 24 (2) of the National Library and Information System Act Chapter 40:01 states: "The balance of the revenue of NALIS in a financial year shall be applied to the creation of reserve funds to finance future expansion and the provision of services to NALIS"

(l) Pension plan

NALIS implemented a Defined Benefit Pension Plan in October 2009, pursuant to the provision of Section 22 of the National Library and Information System Act Chapter 40:01. The last actuarial valuation was completed in 2014, prior to the commencement of the audit. International Accounting Standard 19 – "Employee Benefits" (IAS 19) requires the company to recognize the Pension Liability, based on the present value of the obligation. Based on the above these financial statements have been adjusted to accordingly.

NOTES TO THE FINANCIAL STATEMENTS AT 30TH SEPTEMBER 2011

3. Cash and bank balances

Cash and cash equivalents consist of cash on hand and balances with banks. Cash and cash equivalents included in the statement of cash flows comprise the following statement of financial position amounts:

		2011 \$	2010 \$
	Cash on hand Cash at bank	1,300 32,557,461	1,300 39,855,575
		32,558,761	<u>39,856,875</u>
4.	Accounts receivable and prepayments	2011 \$	2010 \$
	Trade receivables Provision for doubtful debts Prepayments Employee loans and overpayments Value Added Tax and other	86,705 (122,009) 1,877,962 997,484 2,288,791 5,128,933	239,802 (122,009) 1,177,086 1,449,357
5.	Inventory	2011 \$	2010 \$
	Inks Stationery Cleaning supplies Kitchen supplies	202,219 44,355 54,948 4,764	147,432 68,648 18,906 6,279
	Miscellaneous	4,371 310,657	241,265

Inventory is recorded on a first-in-first-out (FIFO) basis.

NOTES TO THE FINANCIAL STATEMENTS AT 30TH SEPTEMBER 2011

7.	Opening Capital	2011 \$	2010 \$
	In September 1998, with the formation of NALIS, the Gove vested the assets from the formerly-independent Public Librar San Fernando, in addition to the Central Library Port-of-Spain	y and Carnegie F	Free Library of
	Public Library/Carnegie Free Library Central Library	16,901,772 6	16,901,772 <u>6</u>
		16,901,778	16,901,778
8.	Accounts payable and accruals	2011 \$	2010 \$
	Trade payables	2,169,673	1,629,535
	Accruals and other	763,189	863,945
		<u>2,932,862</u>	<u>2,493,480</u>
9.	Employees	2011	2010
	The number of employees at year end	<u>749</u>	<u>718</u>

NOTES TO THE FINANCIAL STATEMENTS AT 30TH SEPTEMBER 2011

10.	Pension liability	2011 \$	2010 \$
	Provision for pension	<u>37,276,000</u>	56,803,000

Section 22 (1) of the National Library and Information System Act Chapter 40.01 states "NALIS shall provide for the establishment and maintenance of a pension scheme or arrange for membership in a scheme for such of its employees as are recruited by NALIS in accordance with section 18". The pension scheme was implemented on 1st October, 2009.

a)	Change in Defined Benefit Obligation	2011 \$	2010 \$
	Defined Benefit Obligation at 1 st October Interest cost Service cost Actuarial gain/(loss) Benefit paid Members' contribution Expense allowance	52,349,000 3,393,000 8,299,000 4,723,000 (301,000) 2,552,000 (609,000) 70,406,000	44,805,000 3,360,000 8,638,000 (4,454,000)
b)	Defined benefit obligation at 30 th September Change in Plan Assets	2011 \$	2010
	Balance at 1 st October Expected return on plan assets Actuarial gain/(loss) Employer's contributions Members' contributions Benefit paid Expense allowance	1,019,000 (527,000) 30,200,000 2,552,000 (301,000) (609,000)	-
	Balance at 30 th September	<u>32,334,000</u>	-

NOTES TO THE FINANCIAL STATEMENTS AT 30TH SEPTEMBER 2011

10. Pension liability (continued)

c)	Items for inclusion in Statement of Financial Posit	2011 \$	2010 \$
	Defined benefit obligation Fair value of Plan assets	70,406,000 (<u>32,334,000</u>)	52,349,000
	Surplus Unrecognized (loss)/gain	38,072,000 (796,000)	52,349,000 <u>4,454,000</u>
	Net IAS 19 Defined Benefit Liability	<u>37,276,000</u>	56,803,000
d)	Items for inclusion in Revenue Accounts	2011 \$	2010 \$
	Current service cost Expected return on Plan assets Interest on Defined Benefit Obligation	8,299,000 (1,019,000) 3,393,000	8,638,000 - 3,360,000
	Net IAS 19 Defined Benefit Liability	10,673,000	11,998,000
e)	Reconciliation of Opening and Closing balance sheet entries	2011 \$	2010 \$
	Opening Defined Benefit Liability Net Pension Cost Contributions paid	56,803,000 10,673,000 (<u>30,200,000</u>)	44,805,000 11,998,000
	Closing Defined Benefit Liability	<u>37,276,000</u>	56,803,000
f)	Actual Return on Plan Assets	2011 \$	2010 \$
	Expected return on plan assets Actuarial gain/loss on plan assets	1,019,000 (527,000)	
	Actual Return on Plan Assets	492,000	

NOTES TO THE FINANCIAL STATEMENTS AT 30TH SEPTEMBER 2011

10. Pension liability (continued)

g)	Experience History	2011 \$	2010 \$
	Defined Benefit Obligation Fair Value of Plan Assets	70,406,000 (<u>32,334,000</u>)	52,349,000
	Surplus/deficit	<u>38,072,000</u>	52,349,000
	Experience gain/loss on Plan Liabilities Experience gain/loss on Plan Assets	4,723,000 (527,000)	(5,279,000)

h) NALIS expects to contribute \$18.7 million to its defined benefit plan in 2012.

i)	Summary of Principal Assumptions as at 30 th September 2011	2011 %	2010 %
	Discount rate	6.5	6.5
	Salary increases:		
	General salary increases	4.0	4.0
	Promotional salary increases	1.0	1.0
	Total salary increases	5.0	5.0
	Increases in Government Minimum Pension	3.5	3.5
	Expected Return on Assets	6.5	6.5
j)	Assets allocation as at 30th September 2011	2011 %	2010 %
	Equity securities	-	=
	Debt securities	2 <u>2</u>	-
	Property	terrateion	(-
	Other	<u>100</u>	
	Total	<u>100</u>	

NOTES TO THE FINANCIAL STATEMENTS AT 30TH SEPTEMBER 2011

11.	Other income	2011	2010
		\$	\$
		107.5(0	27 200
	Rental	127,563	27,300
	Photocopy services	252,158	185,802
	Interest	101,892	278,823
	Donation	53,720	2,000
	Fines	186,861	132,843
	Lost books	33,470	29,599
	Miscellaneous	89,533	290,710
		<u>845,197</u>	947,077
12.	Personnel expenditure	2011	2010
		\$	\$
	Salaries and cost of living allowances	71,321,428	64,056,018
	Wages and cost of living allowances	278,108	97,516
	Contribution to National Insurance	4,505,071	4,269,856
	9	76,104,607	68,423,390