

LIBRARY SERVICES OF FIJI ANNUAL REPORT

FOR THE 22ND Conference of Directors of National Libraries in Asia and Oceania

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1. GENERAL OVERVIEW OF RECENT MAJOR DEVELOPMENTS

1.1. Establishment of Memorandum of Agreements with Municipalities.

The department of Library Services of Fiji (LSF) has over the year's established verbal partnership with 3 municipalities (Nausori, Nadi and Ba), in 2013 our Ministry of Information, National Archives and Library Services of Fiji signed a Memorandum of Agreement with Sigatoka Town Council who opened a new Library with the assistance of LSF.

Fiji has 13 municipalities, LSF have branch libraries in 3 municipalities (Lautoka, Savusavu and Rakiraki). However, in other 2 municipalities (Suva and Tavua) there are 2 libraries in operation 1 for the council and the other is our branch library. MOA was developed and communicated to all the municipality outside Suva, which includes Labasa Town Council Library, Ba Town Council Library, Nausori Town Council Library and Nadi Town Council Library, feedback has been received and dates for signing of the MOA needs to be finalized.

1.2. Community Libraries

In light of the government's mandate in creating a knowledge based society, the department has over the years from 2011 to 2013, established 18 community libraries in schools and villages in remote rural areas. This, however also resulted from the community outreach services and radio talk back show that the department has engaged itself in.

These community libraries work as homework centres in the evenings with the involvement of parents and youths to assist and supervise children. They have two different sessions and time slot for lower primary level, upper primary level and secondary level. This establishment is also to address the increasing rate of school dropout in rural areas.

1.3. Directory of Libraries in Fiji

The Publication of the Directory of Libraries in Fiji is to encourage information and knowledge sharing with other libraries around the country.

1.4. School Library Proper Organization

The department played an important role in overseeing the development of school libraries. Assistance to schools entails:

- a. Supply of reading materials and reference materials
- b. Supply of furniture such as tables, chairs and book shelves
- c. Advisory services
- d. Proper Library Organizations
- e. Information literacy skills training
- f. School /teacher librarian workshop training.

2. RELATIONSHIP TO GOVERNMENT

The initial establishment of LSF by the British Council in 1964 was to establish a kind of Government experimental station which will do research into the problems and methods of bringing about the overall development of libraries in Fiji.

After 49 years of existence, the Department of Library Services of Fiji has been governed by the policies and ACT that governed the Ministry that LSF was assigned under. In 1972 Government took over administration and was assigned under the Ministry of Housing and Social Welfare, and over the years was providing free access to research and information material.

LSF now assumes the responsibility of coordinating the development of libraries in the public and Government Departments; and in 1982 it assumed the responsibilities of coordinating the development of school libraries. It became part of the Ministry of Education and remained until August 2009 where it was appropriately relocated to Ministry of Information, National Archives & Library Services of Fiji. This year, 2014 Library Services of Fiji has been relocated back to the Ministry of Education, National Heritage, Culture and Arts

2.1. National Library ACT

There has not been any National Library established for Fiji, therefore LSF assume the role of a National Library by overseeing the development of Public, School, Community and Government Department Libraries.

In 1969 a plan for National Library was submitted by D.G.Edwards. It was shelved by Government.

In 1972 Kanti L.Jinna submitted a new National Library Plan but it was not included in Development Plan 6 by the Central Planning Office.

In 1975 K.L.Jinna prepared a draft 'National Library Services Act' and also drafts 'Rules of the National Library Service of Fiji'. Apparently there was no response from the Ministry of Urban Development, Housing and Social Welfare.

In 2010 concept paper to establish the National Library was submitted and presented to the Development Sub Committee (Permanent Secretary's forum). The outcome was not a priority at the time. However, the proposal is anticipated to be re-submitted.

In 2011 the National Library Concept paper was re submitted to Permanent Secretary of Information, National Archives and Library Services, however, the outcome is yet unknown.

2.2. Library Deposit ACT

The two depository institution in Fiji is the University of The South Pacific and the National Archives of Fiji which is under the Ministry of Information, National Archives and Library Services of Fiji. LSF has submitted a proposal to review the Library Deposit ACT with the inclusion of LSF as one of the depositories institution in 2010; however this was shelved for some unknown reason.

2.3. Government's OUTCOME

There are 4 outcome of Government that our Ministry align its operation to, 3 of which LSF effectively contribute.

2.3.1. Education and Training.

LSF's major contribution to the policy objectives of this outcome is to create a-knowledge based society. The provision of Library Services is the output that addresses this outcome, strategizing on the relevant information dissemination, oversee the progressive development of library facilities in-terms of public, community, schools and Government department libraries and ensure appropriate resources placed in libraries are accessed by users and able to meet the informational demand of its users.

With regards to Training, workshops are conducted to enhance teachers' skills in maintaining and sustaining the school library service and the importance of information literacy skills.

With the change in curriculum to resource based learning, we see the opportunity to work holistically with Ministry of Education in providing and supplementing resources that will assist in the resource based learning process of students, thus, creating a-knowledge based society.

2.3.2 Gender Equality and Women in Development

LSFs contribute to the policy objectives output in providing skills based training or functional literacy training that will encourage and enable women to function in a complex society.

Secondly, the provision of training in information literacy skill will enhance their knowledge and enable them to assist their children's research, enable them to understand the importance of reading, which will positively contribute to improving livelihood.

2.3.3 Poverty Alleviation

LSF's contribution to the policy objectives of this outcome is to ensure that all categories of poor have access to any library facilities near them and to have access to information that will assist them in improving and building their intellectual capability. Therefore LSF has extended its community outreach services and ensure that information needs are identified and community library established to address this outcome.

Skill based training (book based) is also one of the output that LSF is conducting in terms of up-skilling women and youths in remote rural areas to enhance their livelihood and

also to enable them to produce product from books and foster creativity that they can supplement their household income.

Moreover this will enable citizen to make informed decision about their lives, thus contributing to the reduction of social problems and crime rate.

2.4. Key Performance Indicator (KPI)

Library Services of Fiji (LSF) is under the Ministry of Information, National Archives and Library Services of Fiji. Therefore LSF align its vision (A well informed and united Fiji) and mission (Library Services serves the advancement of literacy, teaching, learning, research and skills acquisition within Fiji by meeting the diverse information needs of the communities, targeting the disadvantage rural communities through efficient, effective and innovative services for lifelong learning) to the Ministry.

In totality, there are eight (8) KPIs; **Formulation of policy documents on priority areas** (Library Policies), **Resource Management** (Acquisition, Cataloguing and classification and distribution), **Loans Management** (User education services and Reader Services), **Advocacy and marketing** (co-ordinate national and international event to advocate on the importance of reading and libraries, its roles and services, participate in radio talk back show on all radio station (English, Itaukei and Hindi), **Library establishments** (Community libraries), **Libraries enhancement and proper organization** (Schools and government departments), **Training and community development** (Teachers and School librarian training, functional literacy training targeting women and youth, literacy camp targeting primary school level), **accountability** (School and community library auditing and stock take of public libraries)

The above KPIs has quarterly targets and achievements are monitored by the Strategic Framework for Change Co-ordinating Office (SFCCO) under the Prime Minister’s office

3. KEY FACTS AND FIGURES

3.1. Libraries in Fiji

The number of Libraries in Fiji as at 31st December, 2013 is **972** libraries. **14** public and municipal libraries, **27** special libraries, **13** community libraries, **25** academic libraries and **893** school libraries. The bulk of the number is in the schools, however, there are classroom collection existed in schools due to lack of facilities, thus the need to re-organize school libraries.

3.2. Membership in LSF libraries and libraries in Fiji

Tabulated below are the memberships of all libraries in Fiji as at 31st December, 2013

YEAR	TYPES OF LIBRARIES			
	PUBLIC LIBRARY		COMMUNITY LIBRARIES	ACADEMIC LIBRARIES
	MUNICIPALITIES	LSF LIBRARIES		
2013	30,231	27,610	18,210	102,000

- School Libraries membership cannot be determined as libraries are only accessible by students and staff depending on the school roll. Also their collections supplement their curriculum and fictional materials are mostly available in school libraries to assist in their literacy development especially in Primary School Level.

- Special Libraries membership cannot be determine, as their library is reference library with resources specifically for the roles they play.

3.3 Usage of LSF libraries service and collection

YEAR	LAUTOKA		TAVUA		RAKIRAKI		SAVUSAVU		NASESE		REFERENCE LIBRARY
	ADULT USERS	JUNIOR USERS	ADULT USERS	JUNIOR USERS	ADULT USERS	JUNIOR USERS	ADULT USERS	JUNIOR USERS	ADULT USERS	JUNIOR USERS	
2013	18,104	15,167	7,703	5,250	6,968	7,900	6,922	8,500	6,000	9,852	7,920

The tabulated numbers above is mainly for LSF branch public library services, and the reference library that is house in the National Archives building.

3.4 Schools Assistance and Resource Distribution for 2013

Type of Libraries	BOOKS		Library Tables		Library Chairs		Book Shelves	
	No. Of Titles	Cost (\$)	No. Of Tables	Cost(\$)	No. Of Chairs	Cost(\$)	No. Of Shelves	Cost(\$)
School library (67 assisted)	12,007	121,593.07	70	23,326	398	18,840	45	15,850
Community Library (1 established)	305	6,563.63	2	585	10	460	3	970
5 branch libraries	1,972	34,413.02						
TOTAL	14,284	162,569.72	72	23,911	408	19,300	48	16,820

4. NEW DEVELOPMENTS IN CREATING AND BUILDING COLLECTIONS

4.1 LSF's COLLECTION

Total Library collection as at 31st December, 2013 stands at 49, 252. The total acquisition for 2013 alone is 8,175 titles at a cost of \$150,220.99. The total acquisition includes print and non print materials.

4.2. AMERICAN CORNER COLLECTION

American Embassy has set up a corner in our Western Regional Library situated in Lautoka; they contribute in building collection by providing resources based on American, its economy, history, leaders etc.

Their contribution includes computers with internet for research, computers with literacy games that help in the learning development of children. Also the supplied of audio books was the significant collection which will assist our visually impaired users in learning more about America.

4.3. Review of Selection policy and criteria

This is done to enable us to determine the information need of our current users.

4.4. REVIEW OF COLLECTION DEVELOPMENT POLICY

This policy was reviewed in 2013 as to ascertain the changes taking place and align it to all the financial regulations in terms of acquiring resources through government funding and likewise through donors.

5. NEW DEVELOPMENTS IN MANAGING COLLECTIONS

5.1 Book Box Scheme

The lack of accountability for government funded resources, the Book Box Scheme was adopted as one of the ways to allow us to manage collections distributed and circulated to schools.

5.2 Annual School Library Auditing

This is an annual event for LSF in which teams are clustered according to Education District to Audit School libraries. However, there is a great loss to the collection as schools do not have full time school librarian.

5.3 Annual Stock Take for Public Libraries

This is conducted annually and the main catalogues draws are updated as to the physical status of the collection. This is a good way of managing collection, as we will be able to account for loss and paid for materials and loss through theft etc.

5.4 In-house training on Collection Management

Training is conducted for the above as refresher programs since library work can be monotonous at times, especially on non peak hours.

5.5 Basic Training for teacher librarian

Trainings are often conducted for teacher librarian and library volunteers as to how books and collection can be preserved and taken care of.

They are also taught on basic library operations, basic cataloguing etc. in-order for them to sustain their library environment and its services.

6. NEW DEVELOPMENTS IN PROVIDING ACCESS TO COLLECTIONS

6.1

Library Services of Fiji is still operating as traditional library operates. Despite the technological impact and the new media platforms available that will enhance the reach to the wider Fiji Community, there are a lot of factors that contributes to this digital divide.

However, to address this issue first of all branch libraries are encouraged to keep their catalogue draws up to date to ease access and retrieval of information.

Nadi Public Library has partially automated using open source software which is KOHA.

6.2 ACCESSION LISTING

The production of these accession listing is one way to create awareness of the collection available in any branch libraries and also allow the users to identify their interest on any particular title on the lists. The list contains all the new books acquired, authors, classification number, and summary of the book and the locations of the book (which branch library holds that title).

7. EXAMPLES OF COLLABORATION BETWEEN THE REPORTING LIBRARY AND OTHER NATIONAL COLLECTING INSTITUTIONS (LIBRARIES, ARCHIVES AND MUSEUMS)

7.1. Professional Development

7.1.1. Government of India offered scholarship for training on Modern Library Practice at Chennai University which two of our staff attended for 2 months.

7.1.2. Also the Malaysian Government offered training opportunities in Library Planning AND Management Course for Librarian at the National Library of Malaysia.

LOCAL CONTEXT

7.2. Memory of the World

This is a forum consist of Archivist, Museum representatives, Librarians, Culture and heritage. Collaboration in the sense that we work together in terms of identifying historical events that can be submitted for registration in the World Regional Register and to attain a certificate of Records. An achievement that this forum achieved was for the Indian Indentured Labourers. The mentioned record was registered in the World Regional Register.

7.3. Collaboration between other libraries on Advocacy and Marketing

There are 3 annual events that LSF co-ordinate World Book Day, National Library Week and International Literacy Day. The formation of National committee to strategize on these events, finalize the date, month and week of celebration and communicate it to all other libraries and schools for school based program.

The Department always organize an exhibition tent during the celebration of these national and international event, extend invitation to other government department to exhibit their services with the provision of information booklet, in any format to assist the community in understanding their existence and their contribution to the Government and to the economy as a whole.

7.3.1. World Book Day

This was first celebrated in Fiji in 2011, various activities is always organized for the children to participate in. Activities included poem recital, drama (book based), oratory, character parade, poster competition, display etc.

A local author will always be invited to talk to the audience on the importance of World Book Day. In 2012 and 2013 the department took this program in rural settings, where it was welcomed and enjoyed by schools.

7.3.2. National Library Week

This event has been incorporated into the Ministry of Education's calendar where schools organized their school based program. This National Library Week began in 1979 and it's an on-going event celebrated and enjoyed by all. This is the week that all types of libraries come together as one to celebrate as a Nation and acknowledge the hard work of Librarians and Library Staff.

7.3.3. International Literacy Day

As observed internationally, 8th of September is the day for International Literacy Day where programs are organized by each library to celebrate this important event.

7.3.4. Community Outreach

The Ministry of Information, National Archives and Library Services of Fiji embark on reaching out to the disadvantaged community in terms of information. Each Unit under the Ministry will be exhibiting their services, news will display all the past events captured, archives with the archive materials concerning that particular community, and old photos to allow us to go down memory lane, library services on the other hand will promote the importance of reading by conducting skill based training (book based) to the community, literacy games with the children, craft work with youths.

This organized outreach allows each unit within the Ministry to understand the role in information dissemination each of the unit plays.

8. EXAMPLES OF COLLABORATION BETWEEN THE REPORTING LIBRARY AND PUBLISHERS IN YOUR COUNTRY/REGION

Publishers and authors are aware of the Depository ACT of the country and the two institutions that have ownership of this ACT are the National Archives and University of The South Pacific Library. However, review to the depository ACT was proposed to include Library Services of Fiji but this was shelved for unknown reason.

Therefore, in terms of collaboration between the publishers and authors it only happens when we are in need to acquire resources that are in need by our users, which are the public libraries and school libraries.