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ANNUAL REPORT

SOUTH AFRICAN
LIBRARY FOR THE BLIND
ANNUAL REPORT 2024/2025



sport, arts & culture

Department:
Sport, Arts and Culture
REPUBLIC OF SOUTH AFRICA



**SOUTH AFRICAN
LIBRARY FOR THE BLIND**

An agency of the
Department of Sport, Arts and Culture

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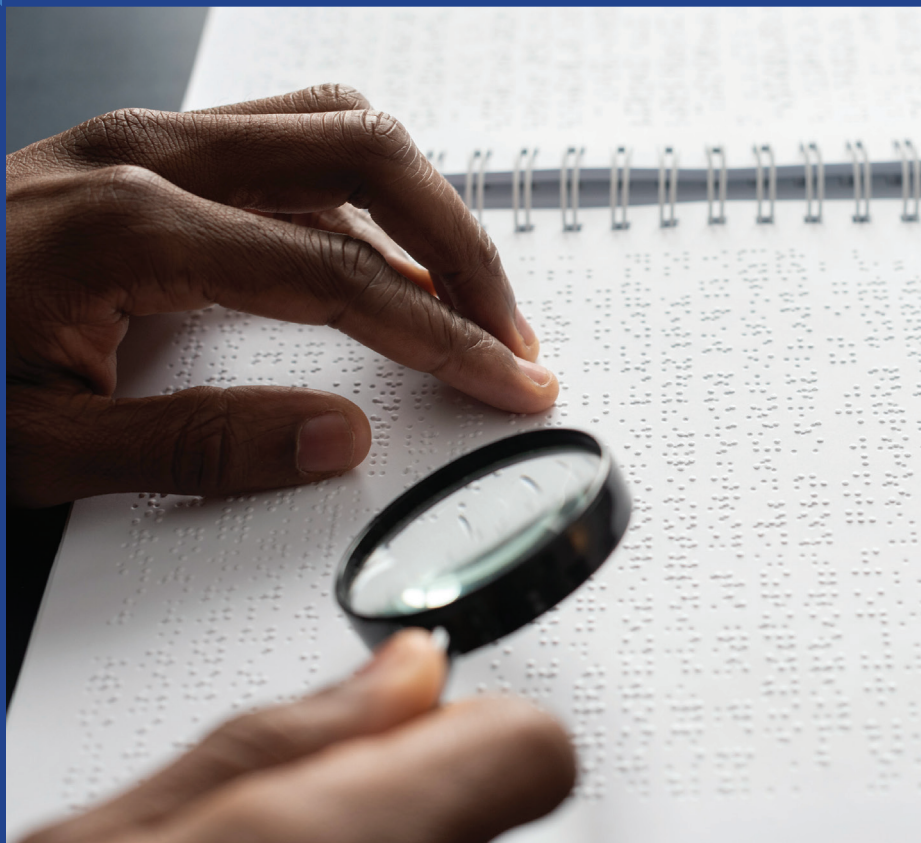
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PART A

GENERAL INFORMATION



1. SA LIBRARY FOR THE BLIND

GENERAL INFORMATION

Registered Name	South African Library for the Blind
Registration number	Not Applicable
Physical address	112B High Street Makhanda 6139
Postal address	P.O. Box 115 Makhanda 6140
Telephone numbers	+27–(0)466227226
Fax number	+27–(0)466224645
Email address	ceo@salb.org.za
Website address	www.salb.org.za
External auditors	Auditor General South Africa
Bankers	Standard Bank, South African Reserve Bank

2. LIST OF ABBREVIATIONS/ACRONYMNS

ABC	Accessible Book Consortium AFS
AFS	Annual Financial Statements AGSA
AGSA	Auditor General of South Africa
ARC	Audit and Risk Committee
BBBEE	Broad Based Black Economic Empowerment
CEO	Chief Executive Officer
CFO	Chief Financial Officer
DAISY	Digital Accessible Information System
DSAC	Department of Sport, Arts and Culture
IFLA	International Federation of Library Associations
MEC	Member of Executive Council
MTEF	Medium Term Expenditure Framework
NDPW	National Department of Public Works
PFMA	Public Finance Management Act, Act 1 of 1999
SABA	South African Braille Authority
SALB	SA Library for the Blind
SCM	Supply Chain Management
TR	Treasury Regulations
WIPO	World Intellectual Property Organisation

3. FOREWORD BY THE CHAIRPERSON



The Shareholder's Compact consisting of the Library's Strategic Plan, Annual Performance Plan and various other governance documents were signed by the honourable Minister of Sport, Arts & Culture, Gayton McKenzie and Mr. Xolisa Yekani on behalf of the SALB Board.

The Compact commits the Board and Management to its fiduciary responsibilities and the achievement of set performance objectives for the year. The Board of the South African Library for the Blind monitored the implementation and progress of the library's financial and performance related responsibilities during meetings that took place during the financial year end 31 March 2025. This year no fraud and Risk management issues registered by both the Board and Auditors. The Board is satisfied to report that the Management and Staff of the Library achieved 100% of the set objectives for the year. The library experienced

very positive spin-offs with reference to delivery and distribution of library materials to the clients, SALB owes all these credits to the Josie Wood Trust that secured funds for the appointment of courier services to expedite the processes.

Other distribution strategies for dissemination of library reading material and devices are being explored and should be implemented in the next financial period. 100% of the targets set were met by the two core business areas (LIS and Production and Standards, Human Resources, PR, and Communications, Technical Services). Notably, the library made great progress in creating materials that are usable by those who are blind, visually challenged, or print-handicapped.

The expansion of services on a national level is dependent on the financial support by DSAC.

The current financial support by the Department is appreciated but is not allowing the library to expand the National role as required by the library Act. The Board urges the Department to assess its role in supporting the library to honour its mandate and to reach more blind and visually impaired people of South Africa. The Board is supporting Library Management in all its efforts to achieve its objectives. The relationship between the Board and Library Management is positive and open. The greatest asset of the library is the staff of the library. The Board appreciated the positive labour relations that exist and notes with appreciation the healthy working relationship between management and the staff of the library. The outcome of this is the positive performance results achieved by the library in the past financial year. The Board is committed to ensure that this productive working environment is strengthened and to guide management to sustain the positive working relationships to benefit the blind and visually impaired members of the library.

SALB is currently increasing its online collection on audio collection that will provide reading materials for its users at no cost and provide the online audio newspapers and periodicals. Access to information and knowledge has never been more critical than in the present information age. Those who lack access to essential information are excluded from participating actively in social, political, and economic activities. The visually impaired have been marginalized for too long because of the dearth of accessible materials. Therefore, SALB in collaboration with other stakeholders is standing up to its moral responsibility in ensuring an inclusive and equitable library and information services to the visually impaired.



Mr Xolisa Yekani
Board Chairperson
South African Library for the Blind
31 July 2025

4. CHIEF EXECUTIVE OFFICER'S OVERVIEW



a Strategic Management and Compliance

The South Library for the Blind framed by the Annual performance plan with its strategic imperatives (2025 to 2030) has managed to achieve 100% of its performance indicators and targets. Revenue to the value of R55,260 with Operating costs of R54,074 with a surplus of R1,046 was received as DSAC allocation for the financial year 2024/2025.

The library received a subsidy allocation to the value of R25,649 in the fiscal year 2024/2025, that depicts a slight decrease of 0,59% in comparison to 2024/2025 where we received R25,800. Subsidy allocations have declined in recent years, placing significant pressure on service delivery, especially as labour costs and the price of goods and services continue to rise. DSAC also approved

and committed Conditional grants funds to the value of R63.8 million for the three years for SALB to oversee, Community library projects during the (2024/25, 2025/26 and 2026/7).

b Equitable Access to Information

Both Core business units (LIS and Production and Standards, Human Resources, PR, and Communications, Technical Services) achieved 100% of their set targets. Notably, the library made significant strides in producing resources accessible to blind, visually impaired, and print-handicapped users. Specifically, they repaired 303 and circulated 935 devices, registered 731 new members, circulated 54881 books to members, added 1122 book titles to the catalogue – 495 braille, 600 audio book titles and 27 tactile books (150 in indigenous languages). These enhancements promise an improved reading experience for years to come.

c Transformation Agenda

The year 2024/ 25 at the South African library for the blind could be characterised as a year full of the new revelations, exciting and progressive strives. Amongst the new revelations was the appointment of the four blind graduate interns at the South African library for the blind, even though this transition brought excitement to others, it also presented uncertainty to staff that still needs to acclimatise with integration of large number of blind staff in their midst. Drawing from the courtesy engagement with the interns, they have positive experience and find our staff very accommodative, friendly and professional.

d Role in Social Cohesion

South African library for the Blind saw itself as one of the institutions designed to lead democratic processes such as "Social cohesion". The South African library for the blind participated on a series of interventions supporting the call and amongst its highlights was donating of the smart canes to the Gauteng blind community, hosting the once gain a LIASA webinar an intervention that was used as a vehicle to motivate blind constituents that there are better opportunities out there for and blindness should not define their future.

Our three blind colleagues (Nomsa, Khuselwa and Pasha) by narrating their stories unveiled a lot of hurdles they faced but managed to navigate through them to be better beings. The SALB's participation on the Eastern Cape and NLSA strategic planning sessions strengthen our understanding of where SALB's role is needed across the country. These projects led to provincial and national programmes being brailed so that our blind constituencies can have a meaningful participation on events they are invited to attend.

e Library's Cost-effective Management Model / Business Continuity

Despite the above challenges of limited financial resources coupled with understaffing, through dedicated management and staff accompanied by a culture of doing more with less, South African library for the blind managed to proudly attain unqualified audit with findings the organisation understands and putting them on its activity priority list. Smart ways of staff optimisation were used, exposing staff to a system of multi-tasking and job rotation with incentives earned through additional responsibilities. As the organisation approaches the conclusion of its five-year annual performance plan (2020-2025), it faces several emerging challenges that directly impact its development, growth, and alignment with evolving library trends: Despite SALB's achievements, SALB management navigated through the following challenges:

- An exponential growth and demand for the SALB's services to the blind and visually impaired individuals (across schools, public, and community sectors), contrasted with static growth in financial resources and staffing. This imbalance hinders the provision of smart information dissemination solutions already available in the library market, yet essential to the blind and visually impaired community.
- Provincial mini libraries that are rapidly increasing, but without a corresponding increase in membership and provincial library funding. These libraries require adequate research before establishing so that proper staff can be appointed to manage them, and the Head Office must also have sufficient personnel to produce the necessary reading materials to supply these libraries. SALB's inability to develop, sustain, promote and grow its staff has created significant tension within the organisation. The current leadership is dealing with the fallout from unresolved historical issues that staff, under the previous regime, were unable to address.
- Change is inevitable, and balancing the repurposing of SALB as a leading 21st-century library is increasingly difficult, particularly in the absence of an ICT-enabling environment. Achieving the organisation's vision is becoming impractical, with progressive libraries now optimising websites and library apps to enhance accessibility for blind and visually impaired readers of all ages.

The revitalisation of the library building has generated expectations for new services and developments. While SALB management and staff strive to do more with fewer resources, an increase in financial support would significantly boost their ability to meet these aspirations. The library through the support of the Board and Audit and Risk Committee managed to guide and support the newly appointed CFO to easily navigate the system. Additionally, to SALB positive spin offs was the drive to increase performance through staff motivation that was accompanied by once staff performance bonuses of 10% drawn from the Surplus funds, staff wellness and staff motivation initiative. Furthermore, one of the general outcries from the blind community of the SALB's inability to recruit blind staff members, Josie Wood did commit funds to support the initiative to add to the newly appointed cohort appointed through the DSAC conditional national grant.

f Conclusion

In conclusion, as the Chief Executive Officer of SALB, drawing from my client centred library vision, it is our commitment and belief to ensure whatever initiatives we bring to this organisation adds value to marginalised community of the blind, visually impaired and print handicapped communities of South Africa. On behalf of the SALB, we are grateful to the financial support received from all our donors including Josie Wood Trust led by an enthusiastic and considerate Prof Keeton.

Our sincere appreciation to the SALB Board, ARC, Lunika Internal Auditors and the DSAC oversight leadership for their support in ensuring this library achieve its goals, especially during this financial trying times.



Dr Pateka Ntshuntshe-Matshaya
South African Library for the Blind
31 July 2025

5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY OF THE ANNUAL REPORT

To the best of my knowledge and belief, I confirm the following:

All information and amounts disclosed in the annual report is consistent with the annual financial statements audited by the Auditor General South Africa (AGSA).

The annual report is complete, accurate and is free from any omissions.

The annual report has been prepared in accordance with the guidelines on the annual report as issued by National Treasury.

The Annual Financial Statements (Part E) have been prepared in accordance with the accounting standards applicable to the public entity.

The Accounting Authority is responsible for the preparation of the annual financial statements and for the judgements made in this information.

The Accounting Authority is responsible for establishing and implementing a system of internal control which has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information and the annual financial statements.

The external auditors are engaged to express an independent opinion on the annual financial statements.

In our opinion, the annual report fairly reflects the operations, the performance information, the human resources information and the financial affairs of the public entity for the financial year ended 31 March 2025.

Yours faithfully,



Chief Executive Officer
DR PATEKA NTSHUNTSHE-MATSHAYA
Date: 31 July 2025



Chairperson of the Board
MR XOLISA YEKANI
Date: 31 July 2025 06 STRATEGIC OVERVIEW

6. STRATEGIC OVERVIEW

Vision

The South African Library For The Blind creates accessible reading opportunities for blind and visually impaired people.

Mission

The south african library for the blind renders a library and information service to blind and print-handicapped readers through the production of accessible south afri- can reading material in development of a comprehensive library collection and rendering of advisory services to promote access to information.

Values

The focus of the south african library for the blind is to make a difference and add value to the lives of print disabled people. To make this possible, all our activities are guided by the following values:

Trust

We base our working relationship on honesty and integrity.

Positive attitude

We approach everything in an enthusiastic and constructive manner.

Respect

We respect people, time and property equally.

Communication

We communicate in a responsive, clear and appropriate manner.

Team work

We work together as a dedicated and loyal team.

Development

We actively support staff and infrastructure – development to promote individual organisational growth.

7. LEGISLATIVE AND OTHER MANDATES

The South African Library for the Blind is recognized in Schedule 3A of The Public Finance Management Act (Act 1 of 1999) as a national public entity.

7.1 CONSTITUTIONAL MANDATES

The South African Library for the Blind's mandate is subject to and in accordance with the South African Constitution and the South Africa Library for the Blind Act 91 of 1998. It is legally committed to the values upon which the democratic South African state is founded and in particular to those of equality, human dignity, the advancement of human rights and freedoms, non-racialism, non-sexism, accountability and democracy. In addition, it strives to make a contribution to Africa by being an available resource of advice and expertise on library matters relating to blind and print-handicapped readers.

In support of the above, the South African Library for Blind Act 91 of 1998 mandates the library to:

- Produce documents in special mediums such as braille and audio formats for use by its readers.
- Develop standards for the production of such documents.
- Research production methods and technology in the appropriate fields; and
- Acquire and disseminate the technology required for blind and print-handicapped readers to read.

This mandate commits the library to:

- Maintain the quality of its library and book production services through appropriate resources,
- Expand its products and services to people who have print disability,
- Expand its collection of reading material and provide access to it,
- Sustain sensitivity for the reading needs of its constituency,
- Research applicable technology and braille codes for potential applications,
- Develop and preserve its human resource skills base,
- Maintain and develop good relations with its readers, suppliers, funders, the state and publishers, and
- Expand its marketing and fundraising program.

The library serves a very particular constituency and, in this regard,

- It is socially committed to strive, by its own efforts and in co-operation with other role-players on international, national and local level, for the removal, as far as possible, of barriers to information and
- To provide a quality service to meet, as fully as practicable, the information needs of all South Africans who are blind and print handicapped.

Public Finance Management Act, No. 1 of 1999 (as amended):

The SALB is committed to comply fully with the provisions of the Public Finance Management Act and Treasury regulations. An area where the library still falls short of what the Act requires relates to a fully operational Supply Chain Management framework. The library is striving towards achieving this objective.

In addition, the library's financial policies are regularly reviewed in order to ensure continued alignment with the provisions of the Public Finance Management Act and the Treasury Regulations. The library has a fully operational internal audit structure in place.

Employment Equity Act, No. 55 of 1998 (as amended):

SALB as a Public Entity conforms to the requirements of the Employment Equity Act. In the sense that SALB has an Employment Equity Manager, and all employment equity related matters are communicated with all staff, both unionised and non-unionised. An Employment Equity report for the SALB is submitted online to the Department of Labour every year, as required by Legislation. Because the Library employs fewer than 150 employees, we are regarded as a small organization in terms of the Act.

Skills Development Act, No. 97 of 1998 (as amended):

The Management of the SALB places a high value on the skills development of its staff. The Skills Development Act requires designated employers to submit formal Skills Development Plans on an annual basis to the relevant SETA (ETDP SETA). SALB will ensure that it complies with the requirements of the Act.

Protection of Personal Information Act (POPIA)

In terms of the POPI Act, the SA Library for the Blind's CEO was appointed as Chief Information Officer for the SALB and registered with the relevant bodies. Training and development in this regard will be arranged in order to appoint more Deputy Information Officers to assist in assuring the SALB complies with the requirements of this ACT.

Promotion of Access to Information Act, No. 2 of 2000 (as amended):

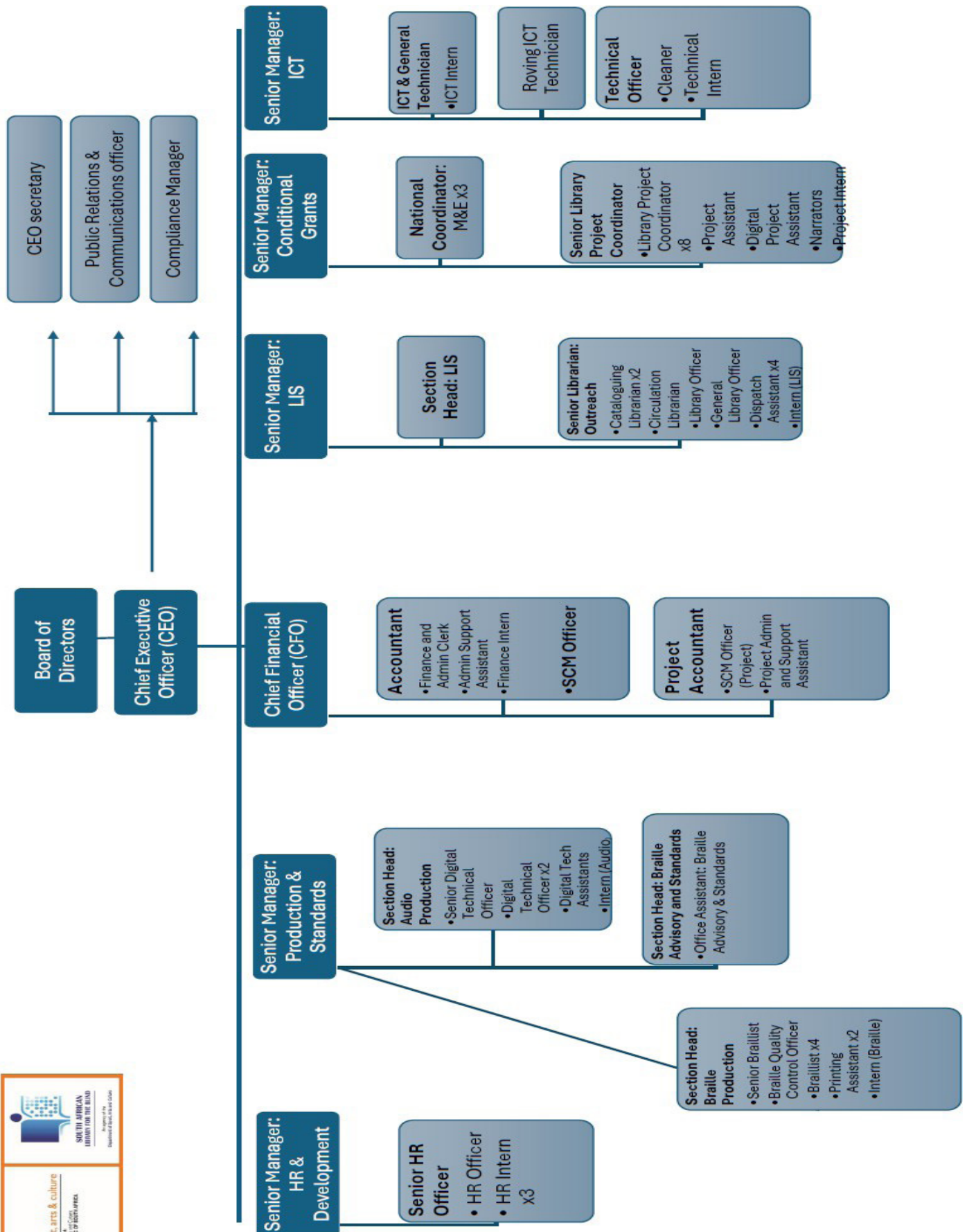
The library has a PAIA Manual available in English, Afrikaans and isiXhosa. These Manuals will be updated in due course as training of staff in this regard is undertaken. Recent staff changes have impacted on the availability of knowledgeable personnel in this regard, which will be addressed as a priority.

Occupational Health & Safety Act, No 85. of 1993 (as amended):

The library has a Health & Safety Committee in place which operates in compliance with the Act. Frequent reports are submitted, and meetings conducted. Applicable staff received First Aid training and emergency evacuation drills are conducted on a regular basis.

8. ORGANISATIONAL STRUCTURE AS AT 31 MARCH 2025







**SOUTH AFRICAN
LIBRARY FOR THE BLIND**

An agency of the
Department of Sport, Arts and Culture

PART B

PERFORMANCE INFORMATION



1. AUDITORS REPORT

The AGSA currently performs the necessary audit procedures on the performance information to provide reasonable assurance in the form of an audit conclusion. The audit conclusion on the performance against predetermined objectives is included in the report to management, with material findings being reported under the Predetermined Objectives heading in the Report on other legal and regulatory requirements section of the auditor's report. Refer to page 53 of the Report of the Auditors Report, published as Part E: Financial Information.

2. OVERVIEW OF PERFORMANCE

2.1 SERVICE DELIVERY ENVIRONMENT

The SALB operates under Programme 6 of the activities of the Department of Sport, Arts & Culture, i.e. to facilitate full and open access to archival and information resources of South Africa.

In the SALB's case these activities are focused on the blind and visually impaired citizens of South Africa. The objectives of the library therefore are in support of the Department of Sport, Arts & Culture's objective to guide, sustain and develop Library and information resources of South Africa so that good governance is supported, socio-economic development is sustained, and citizens are empowered through full and open access to these resources.

There are, however, a number of challenges facing blind and visually impaired people when it comes to access to information resources. These challenges influence the SALB in executing its core mandate and the role it plays on a broader social level. As part of strategic resource planning the library is faced with the following challenges:

- Scarce skills
- Organisational structure
- Building constraints
- Connectivity
- National funding priority
- Expensive and imported technology
- Target market expansion
- Legal compliance funding needs
- Copyright and International access to reading material.

In terms of opportunities the library is the only one of its kind not only in South Africa but also on the African Continent. Although there are scarce skills in audio and Braille production the library has well-trained staff to produce accessible reading material for blind and visually impaired people. The library's content is digitised which makes it easy to distribute material nationally and internationally. The library plays an important role in collaboration with international organizations such as the World Intellectual Property Organization (WIPO) to address the lack of opportunities for sharing digital book files across international borders. The library is also a member of the International Federation of Library Associations (IFLA) where librarians across the globe share and exchange knowledge about Library service delivery to its unique target market. The library has added a third reading format to its production line, i.e., tactile books for children.

This contributes to literacy and the love for reading with children. Collaboration with Provincial Library Authorities contributed to the establishment of Digital Library Service Points in various public libraries. Expanding the membership base of the Library through this Mini- Library Project is crucial to reach as many members as possible.

The Mzantsi Golden Economy of DSAC provides additional opportunities for the SALB specifically in skills development and employment. During the year under review, the appointment of an Intern was renewed for the full financial year as part of the Programme to train and develop persons in African language Braille for languages not spoken outside the Eastern Cape. This is to work towards increasing SALB's collection of braille material in all 11 languages spoken in South Africa.

2.2 ORGANISATIONAL ENVIRONMENT

The library is a National Institution with very unique functions as the only Library for the Blind in the country and on the African continent. The library is therefore fully dependent on itself in terms of working out its Organisational challenges in terms of audio and braille book production, training of staff in these disciplines and obtaining and making available the necessary resources to render services and products.

The Board members are (Mr. Yekani X Chairperson of the Board), Ms. Kganedi M (Deputy Chairperson), Mr. Buthelezi M, Ms. Maraka D, Dr Mphidi H, Ms. Dubazana FK, Mr. Govender K, Mr. Maboe R, Dr Mosala TM. The Annual Performance Plan of the South African Library for the Blind for 2024/2025 financial year was approved by the board during end of January 2024.

The library places a high value on the implementation of a comprehensive training and development plan to expand and improve the skills of Library staff and the volunteers of the library.

A project has been registered with the Department of Public Works to redesign the library building to accommodate its medium and long-term space needs.

The library's functions are in support of the Vision and Mission of the Department of Sport, Arts and Culture. Through the production and distribution of accessible media to blind and visually impaired people of in South Africa this target group becomes part of social cohesion, nation-building, sharing in the art and culture of South Africa and as well as its languages. The Organisational environment is limited due not the small but important market served but the challenges faced by the market are huge in terms of accessibility to reading material.

Nationally

The core performance of the library is guided but not limited to the broad goals and objectives of the Department of Sport,

Arts and Culture with specific reference to:

Access to information through continued production of accessible reading material and to participate with International Organisations to allow the free exchange of book files between countries. Revitalising the public libraries of South Africa through the establishment of Digital Mini-Library service points in public libraries of all the provinces in South Africa.

Promotion of Linguistic Diversity through the production of accessible reading material in all the official languages of South Africa as well as tools in applying international rules and standards in developing training material in those languages.

In addition, the Library will consider various options to provide Internet access for our members to allow access to electronic accessible services. The Library will increase its visibility and collaborate with various organisations to attract more members.

The continuously growing financial and other resource demands of the annual audits will be raised and discussed with the Board and the Office of the Auditor-General in an effort to find a solution to the challenge.

Africa

The library will identify opportunities to promote the work done by the Library in Africa. We will pursue opportunities to form partnerships with organisations in countries with established infrastructure to render Library Services or general services to blind and visually Impaired people. This will be done with the assistance of strategic partners, nationally and internationally.

Internationally

The library is a member of the International Federation of Library Association Section for Libraries serving People with Print Disabilities. The library is the founding member of the Accessible Book Consortium (ABC) under the auspices of the World Intellectual Property Organisation (WIPO) which is one of the specialised agencies of the United Nations. The Library is an active member of the ABC in terms of the uploading and downloading accessible for all international members of the service. SALB Members enjoy the benefits of over 355, 000 titles accessible free from our catalogues. The management in association with other stakeholders such as the National Council for Library and Information Services continues to lobby the South African Government, i.e., the Department of Trade and Industry to ratify the Marrakesh Treaty. Once the Treaty is ratified it will make it possible to obtain access to titles internationally, offering a broader choice for the registered library member.

2.3 KEY POLICY DEVELOPMENTS AND LEGISLATIVECHANGES

No Legislative or Policy changes were instituted during the reporting period that affected the work of the library.

2.4 STRATEGIC OUTCOME ORIENTED GOALS

The strategic goal of the library is to render a National Library Service to blind and visually impaired people. This has been achieved during this reporting period as indicated in the following section where the performance of the various sections of the library is explained. The library achieved 100% out of the total of 26 objectives set for the year.

3. PERFORMANCE INFORMATION

INSTITUTIONAL PROGRAMME PERFORMANCE INFORMATION

Strategic Outcome Oriented Goal: Rendering a national library and information service to blind and print-handicapped readers.

Goal statement: The South African Library for the Blind (SALB or "the Library") renders a National Library and Information Service through registering blind and print-handicapped readers/members, production, and collection management for user services.

INSTITUTIONAL PERFORMANCE INFORMATION

Impact Statement: To provide effective and efficient Financial, Human Resource and Information and Communication Technology (ICT) administration and corporate governance; by being fair, accountable, responsible, and transparent.

PROGRAMME 1 ADMINISTRATION

SUB-PROGRAMME: FINANCE, HUMAN RESOURCES AND ICT SUPPORT SERVICES

Goal: To render administrative and support services to the SALB Board, the Chief Executive Officer and the management team of the library.

Purpose: This programme is primarily responsible for providing support to the SALB Board, the Chief Executive Officer (CEO) and the Management team of the library.

The programme is responsible for recording, reporting and providing relevant management information required by legislation to the Board and the CEO relating to Financial, Human Resource and ICT compliance matters.

1.1 FINANCE MANAGEMENT

Strategic objectives, performance indicators planned targets and actual achievements.

No	Outcome	Output	Output Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reasons for Deviations
1.1.1	Compliance with the legislation and regulations as per the legislative mandate/s applicable to the Library and ensuring that controls implemented are aligned to the resources available	Unqualified audit report from External auditor (AGSA) and no high/ critical matters raised from internal audit reports	Unqualified external audit (AGSA) report annually	Unqualified Audit report received from the AGSA for the 2021/2022 audit.	Unqualified Audit report received from the AGSA for the 2022/2023 audit.	Unqualified Opinion	Unqualified Audit report received from the AGSA for the 2023/24 audit.	None	None

1.2 HUMAN RESOURCES MANAGEMENT AND DEVELOPMENT.

Strategic objectives, performance indicators planned targets and actual achievements

No.	Outcome	Output	Output Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reasons for Deviations
1.2.1	To have and nurture a competent and diverse workforce that will deliver on the library's mandate through continuous learning and development	Implementation/ management of effective training and development systems	Annual Training report on training (formal studies and informal training conducted)	1 x Annual Training Report on formal studies and informal training conducted.	1 x Annual Training Report on formal studies and informal training conducted.	1 x Annual Training Report on formal studies and informal training conducted.	1 x Annual Training Report on formal studies and informal training conducted.	None	None
1.2.2	To deliver effectively on the SALB mandate and meeting SALB objectives by means of satisfactory performance	Implementation/ management of effective performance management system	Annual Performance Assessment documents and consolidated moderated report	1 x Annual Performance Assessment per permanent staff member	1 x Annual Performance Assessment per permanent staff member	1 x Annual Performance Assessment per permanent staff member	1 x Annual Performance Assessment per permanent staff member	None	None

No.	Outcome	Output	Output Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reasons for Deviations
1.2.3	Job creation and youth empowerment	Number of internship opportunities created and/ or sustained	Number of internship opportunities created and/ or sustained	3 internship opportunities sustained	3 internship opportunities sustained	3 internship opportunities sustained	4 internship opportunities sustained	None	None

1.3 INFORMATION AND COMMUNICATION TECHNOLOGY AND SUPPORT SERVICES

Strategic objectives, performance indicators planned targets and actual achievements.

No.	Outcome	Output	Output Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reasons for Deviations
1.3.1	ICT governance and administration on - to ensure that ICT supports the overall business objectives and mandate of the library	Reliable and efficient ICT services in accordance with industry norms and standards	Quarterly ICT steering committee reports	4x Quarterly ICT steering committee reports	4x Quarterly ICT steering committee reports submitted	4x Quarterly ICT steering committee reports	4x Quarterly ICT meeting reports	None	None
1.3.2	Preparation of playback devices	Preparation of playback devices for distribution to members	Monthly sectional Reports i.r.o number of playback devices prepared for distribution .	12x Monthly sectional Reports i.r.o number of playback devices prepared for distribution .	12 monthly sectional reports submitted	12 monthly Sectional Reports i.r.o. 100% number of playback devices prepared for distribution to Library members	12 monthly Sectional Reports i.r.o. 100% number of playback devices prepared for distribution to Library members	None	None
1.3.3	Service and/ or replacement of play back devices	Service and/or replacement of playback devices and returned to members	Monthly sectional Reports i.r.o. number of playback devices serviced/ repaired/ replaced	12 x Monthly sectional Reports i.r.o. number of playback devices serviced/ repaired/ replaced.	12 monthly sectional reports submitted	12 monthly Sectional Reports i.r.o. 100% number of playback devices serviced/ repaired/ replaced.	12 monthly Sectional Reports i.r.o. 100% number of playback devices serviced/ repaired/ replaced.	None	None

Notes:

- Where the Audited Actual Performance is indicated as N/A, it means that the indicator was not part of that specific year's Annual Performance Plan and thus no baseline exists.
- The monthly and/or quarterly reports to the Executive Management illustrate the progress achieved in meeting the objectives.
- Under objective 1.3.2, 12 monthly reports on the preparation of playback devices were submitted and reported that 935 players were prepared for the year.
- Under objective 1.3.3, 12 monthly reports on serviced, repaired, or replaced playback devices were submitted. For the year, 303 players were either serviced, repaired, or replaced.

PROGRAMME 2 BUSINESS DEVELOPMENT

SUB-PROGRAMME 2.1: LIBRARY AND INFORMATION SERVICES

Impact Statement: To ensure service delivery to all registered library members of the South African Library for the Blind.

Goal: To develop a balanced collection of reading material as well as render and expand library and information services to blind and print-handicapped readers.

Purpose/Functions:

This programme is responsible for:

- Establish, manage and maintain the integrated electronic Library Management System that seamlessly correlates all library functions.
- Maintain the records of the members of the library.
- Issue and receive reading material and reading devices to the members of the Library as well as mini-libraries.
- Ensure quality control of library collection and manage the distribution supply chain of library records through our distribution chain.
- Develop the collection of the Library through selection, acquisitions and cataloguing.
- Administer copyright management matters.
- Promote information access of library resources.
- Administer inter-library loans from international suppliers.

Strategic objectives, performance indicators planned targets and actual achievements

No	Outcome	Output	Output Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reasons for Deviations
2.1.1	Book titles added to the catalogue (includes Audio; Braille and Tactile)	Catalogued book titles	Monthly sectional report i.r.o. catalogued books	12x Monthly sectional reports i.r.o. catalogued books	12x Monthly sectional reports submitted i.r.o. catalogued books	12x Monthly Sectional report i.r.o. 100% books produced by Production Department sent for cataloguing	12x Monthly Sectional report i.r.o. 100% books produced by Production Department sent for cataloguing	None	None
2.1.2	Indigenous language book titles added to the Catalogue	Catalogued indigenous language book titles	Monthly sectional report i.r.o. catalogued books	12x Monthly sectional reports i.r.o. catalogued books	12x monthly sectional reports submitted i.r.o. catalogued books	12x Monthly Sectional report i.r.o. 100% books produced by Production Department sent for cataloguing	12x Monthly Sectional report i.r.o. 100% books produced by Production Department sent for cataloguing	None	None

No	Outcome	Output	Output Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reasons for Deviations
2.1.3	Registration of new library members	Library membership registrations	Monthly sectional report i.r.o. library membership registrations	12 x Monthly sectional report i.r.o. library membership registrations	12 x Monthly sectional report i.r.o. library membership registrations submitted	12 x Monthly Sectional Reports i.r.o. 100% number of membership application forms captured on LMS.	12 x Monthly Sectional Reports i.r.o. 100% number of membership application forms captured on LMS.	None	None
2.1.4	Coordinating establishment & support of mini-library service points	Coordinating new mini-library service points and supporting existing sites	Monthly sectional report i.r.o. coordination of new mini-library service points and supporting existing sites	12x Monthly sectional report i.r.o. coordination of new mini-library service points and supporting existing sites	12 x Monthly sectional report i.r.o. coordination of new mini-library service points and supporting existing sites submitted	12 x Monthly consolidated report i.r.o. coordination of new mini-library service points and supporting existing sites in all 9 provinces	12 x Monthly consolidated report i.r.o. coordination of new mini-library service points and supporting existing sites in all 9 provinces	None	None
2.1.5	Circulation of reading material to library members	Circulation of reading material	Monthly sectional report i.r.o. circulation of reading material	12 x Monthly sectional report i.r.o. circulation of reading material	12x monthly sectional reports submitted	12x Monthly sectional reports highlighting circulation generated from Library Management System (LMS)	12x Monthly sectional reports highlighting circulation generated from Library Management System (LMS)	None	None
2.1.6	Downloading of books from the Accessible Book Consortium (ABC) and related platforms	ABC and related platform files downloaded	ABC and related platform files downloaded	220	269	220	236	None	None

Notes:

- Where the Audited Actual Performance is indicated as N/A, it means that the indicator was not part of that specific year's Annual Performance Plan and thus no baseline exists.
- The monthly and/or quarterly reports to the Executive Management illustrate the progress achieved in meeting the objectives.

Summary of annual statistics reported on the monthly reports	
Circulation	54881
Membership	
Mini-Libs	6
Individuals	725
TotalMembership	731
Cataloguing	
Audio	600
Braille	495
Tactile	27
Total Catalogued	1122

SUB-PROGRAMME2.2 BRAILLE PRODUCTION

Impact Statement: Producing Braille content in all 11 of South Africa's Official Languages for the benefit of blind and print-handicapped readers of the SALB.

Goal: To produce quality braille material.

Purpose/Function: The core function of Braille Production is to produce high quality, error-free braille material for people and library members who are visually impaired. This is achieved through the services of highly skilled braillists.

Strategic objectives, performance indicators planned targets and actual achievements

No	Outcome	Output	Output Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reasons for Deviations
2.2.1	Production of SALB braille books	In-house produced SALB braille bookstiles	In-house produced SALB braille books titles	241	240	240	240	None	None
2.2.2	Customising of supplier braille titles	Customising of externally produced braille book titles	Customising of externally produced braille book titles	252	251	250	252	None	None
2.2.3	Production of indigenous languages braille books	Indigenous languages braille books produced and customised	Indigenous languages braille books produced and customised	35	37	35	36	None	None

Notes:

Where the Audited Actual Performance is indicated as N/A, it means that the indicator was not part of that specific year's Annual Performance Plan and thus no baseline exists.

SUB-PROGRAMME 2.3 AUDIO PRODUCTION

Impact Statement: Producing audio/digital content in all 11 of South Africa's Official Languages for the benefit of blind and print-handicapped readers of SALB.

Goal: To produce quality audio reading material based on international accessibility standards.

Purpose/Function: Audio Production is responsible for producing audio reading material in accessible formats. Part of this responsibility is to incorporate the use of specialized technology, systems and audio formats to enhance the reading experience of blind and print-handicapped readers.

Strategic objectives, performance indicators planned targets and actual achievements

No Outcome Output Output Indicator Audited Actual Performance 2022/2023 Audited Actual Performance 2023/2024 Planned Annual Target 2024/2025 Actual Achievement 2024/2025 Deviation from Planned Target to Actual Achievement Reasons

No	Outcome	Output	Output Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reasons for Deviations
2.3.1	Production of SALB audio books	In-house produced SALB audio books titles	In-house produced SALB audio books titles	270	272	270	270	None	None
2.3.2	Customising supplier audio titles	Customising externally produced audio book titles	Customising externally produced audio book titles	330	331	330	330	None	None
2.3.3	Production of Indigenous languages audio books	Indigenous languages audio books produced and customised	Indigenous languages audio books produced and customised.	57	74	50	80	None	None

Notes:

- Where the Audited Actual Performance is indicated as N/A, it means that the indicator was not part of that specific year's Annual Performance Plan and thus no baseline exists.

SUB-PROGRAMME 2.4 BRAILLE ADVISORY AND STANDARDS

Impact Statement: Increased awareness and education in braille and tactile standards in partnership with key stakeholders.

Goal: To develop and standardise braille and to produce tactile books according to international standards.

Purpose/Function: The Library's statutory mandate goes beyond the production of braille. It encompasses an additional function of standard setting, including the following tasks performed by this section:

Strategic objectives, performance indicators planned targets and actual achievements

No	Outcome	Output	Outcome Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reasons for Deviations
2.4.1	Production of SALB tactile books	SALB tactile books produced and customised	Production of tactile books	30	31	30	30	None	None
2.4.2	Braille and tactile education outreach to schools and/or early childhood centres	Report from SALB representatives/s to CEO and management of SALB	Quarterly sectional report i.r.o. braille and tactile education outreach	4 outreach programmes reports submitted	4 outreach programmes reports submitted	4 x reports on Outreach Programmes	4 x reports on Outreach Programmes	None	None
2.4.3	Administration of braille transcribers including examination when appropriate	Assessment report and/or results from examination process	Annual sectional report i.r.o. administration of braille transcribers including examination when appropriate	1 Sectional annual sectional report submitted	1 Sectional annual sectional report submitted	1 x Sectional Annual Report	1 x Assessment report and/or results from the examination process	None	None

Notes:

- Where the Audited Actual Performance is indicated as N/A, it means that the indicator was not part of that specific year's Annual Performance Plan and thus no baseline exists.
- The quarterly and/or annual reports to the Executive Management illustrate the progress achieved in meeting the objectives. The submitted reports will indicate quantitative statistics, wherever applicable.

PROGRAMME 3 PUBLIC ENGAGEMENT

SUB-PROGRAMME 3.1 MARKETING AND PROMOTION

Impact Statement: To promote the work and activities of the library through appropriate marketing communication channels.

Goal: To reach out to Library members, the public at large and potential funders to highlight the work of the SALB.

Purpose/Function: Marketing and promoting the library's products and services.

Strategic objectives, performance indicators planned targets and actual achievements

No	Outcome	Output	Output Indicator	Audited Actual Performance 2022/2023	Audited Actual Performance 2023/2024	Planned Annual Target 2024/2025	Actual Achievement 2024/2025	Deviation from Planned Target to Actual Achievement	Reason for Deviations
3.1.1	Marketing and promoting the library's products and services	4 x Quarterly reports on marketing initiatives	4 x Quarterly reports on marketing initiatives	4 x Quarterly reports on marketing initiatives	4 x Quarterly reports on marketing initiatives	4 x Quarterly sectional reports submitted	4 quarterly sectional reports submitted	None	None

Notes:

- Where the Audited Actual Performance is indicated as N/A, it means that the indicator was not part of that specific year's Annual Performance Plan and thus no baseline exists.
- The quarterly reports to the Executive Management illustrate the progress achieved in meeting the objectives. The submitted reports will indicate quantitative statistics, wherever applicable.

4. STAKEHOLDER ENGAGEMENT / SALB NATIONAL FOOTPRINT

The 2024–2025 fiscal year demonstrated the South African Library for blind's expansive reach and deepening of stakeholder relations in all provinces. Through Mini-Libraries, literacy programs, radio campaigns, policy engagements, and participation in national platforms, SALB has continued to fulfil its legislative mandate to provide inclusive access to library services for the blind and print-handicapped across South Africa. The following initiatives marks SALB's contribution, internationally, national and provincial:

- International:** The South African Library for the blind participated on the T&T International Competition Entry. This initiative evolves around preparation for the first entry of South Africa on the Typhlo & Tactus tactile international book competition. SALB participated on various levels of this program and on braille conversion of world renown tactile Gauteng book designed by a speech therapist.
- National:** The signing of the SALB's compact by the DSAC Hon. Minsiter Zizi Kodwa marked one of the national milestones, SALB experienced. This initiative followed the national launch of the Library Association Week by the Deputy Minister, Hon. Mafu and the President of LIASA, Charlie Nazeem Hardy.
- Funda Mzantsi 2024 Participation:** Members from all nine provinces took part in the national competition, promoting braille literacy and storytelling. SALB's visible footprint in reading and inclusive culture was strongly felt across the country.
- Provincial Participation:** The library participated on a series of initiatives taking place across the provinces, among those events were the following:

EASTERN CAPE

- **Career Expo Presence:** SALB participated in the National Career Week in Zwijds, Gqeberha on 10 May 2024, with staff marketing services and showcasing successful blind youth, such as Lutho Xintolo.
- **Makana Municipality Partnership:** On 11 June 2024, SALB met with Executive Mayor Cllr. Vara to secure stakeholder support for the newly renovated building's opening event.
- **Braille and Tactile Literacy Training:** SALB conducted teacher training at Khanyisa Special School in Gqeberha on braille usage and tactile learning aids.
- **Funda Mzantsi 2024:** Eastern Cape-based book clubs actively participated in this national reading competition, with Ms. Khuselwa Mzangwe serving on the judging panel.
- **MiniLib Opening & Read Aloud Day:** SALB celebrated World Read Aloud Day with the official opening of a new MiniLib at Ashley Wyngaardt Library, strengthening outreach in the province.

FREE STATE

- **World Book and Copyright Day (23 April 2024):** The Kroonstad Mini-Library, led by Coordinator Ms. Nobantu Boqo, collaborated with Moqhaka Local Municipality for a reading awareness campaign in Gelukswaarts.

KWAZULU-NATAL

- **Disability Rights Awareness Month Participation:** During Disability Awareness Month, the South African Library for the Blind actively participated in events held in KwaZulu-Natal to promote access to information and library services for persons with visual impairments. SALB showcased assistive technologies, distributed reading material in accessible formats, and engaged with community members and stakeholders to raise awareness about its services.
- This initiative further solidified SALB's commitment to inclusion, aligning with the national agenda of empowering persons with disabilities through access to information, education, and participation in public life.

GALLERY



Braille Training in George, Western Cape Province



North West Provincial Coordinator Lebogang Oliphant at YOUFM 898



World Book Day in North West



Opening of Mini Library at Enoch Mgijima Municipality



FMC 2024 2



FMC 2024



KwaZulu Natal Disability Awareness Month



National Career Day in Idutywab y SALB Head Office



SALB enters Typhloa nd Tactus (T&) International Competition

5. BUILDING CONSTRUCTION

During the year 2024/25 the major building and renovation project that commenced as far back as 2021/2022 financial year at the SALB continued. In early February 2025, the necessary certificates were handed to SALB concerning the building restoration, officially marking its handover. While there are still outstanding matters requiring attention from the contractors on-site, these are being addressed as part of the ongoing de-snagging process. Works completion is still to be concluded.

The official handover of the restored building marks a significant milestone, ensuring its readiness for use. This achievement reflects the dedication of all stakeholders involved. With enhanced facilities and renewed infrastructure, the building stands as a testament to progress, ready to support its intended purpose for years to come.

The security enhancements at the SALB building have been successfully completed, with the installation of surveillance cameras finalized in January 2025 and the electric fencing completed in February 2025. Monitoring of the systems is ongoing, to ensure quality and reliability.

In late February 2025, a meeting was convened with Public Works and contractors to discuss the maintenance aspects of the newly renovated SALB building. The SALB Building Maintenance Responsibilities Framework below, outlines the respective responsibilities of Public Works and SALB. SALB commenced and completed the installation of the solar system. A solar system for an the SALB building reduces energy costs, enhances sustainability, and provides energy independence. It lowers carbon emissions, qualifies for tax incentives, and requires minimal maintenance. Solar energy offers a reliable power source, especially during peak demand or grid outages.

Technical Services plays a vital role in ensuring the smooth operation, maintenance, and optimization within the SALB building. Effective building management involves a comprehensive approach that encompasses both the physical infrastructure and the people within it. It involves overseeing maintenance tasks, implementing energy-efficient solutions, managing security and safety protocols, and providing a comfortable environment for occupants. In recent years, with the advancement of technology and increasing emphasis on sustainability, building management has evolved to include smart systems, data analytics, and proactive decision-making processes. This context sets the stage for exploring the intricacies and importance of building management in today's complex and interconnected world.

The Library's management, Health and Safety Committee and the Health and Safety Officer of the contractor on site has ensured that the necessary health and safety precautions remained in place and that any major health and safety risks were mitigated.



**SOUTH AFRICAN
LIBRARY FOR THE BLIND**

An agency of the
Department of Sport, Arts and Culture

PART C

GOVERNANCE



1. INTRODUCTION

The South African Library for the Blind governance processes comply with existing corporate governance processes and systems. All activities of the library are directed, controlled and can be accounted for. In addition to the requirements of the South African Library for the Blind Act 91 of 1998 corporate governance is applied through the precepts of the Public Finance Management Act (PFMA) and run in tandem with the principles contained in the King's Report on Corporate Governance where applicable. The library reports to Parliament once a year and meets with the Portfolio Committee when required.

2. PORTFOLIO COMMITTEES

Portfolio Committee meetings were scheduled during the year 2024/2025. The portfolio committee visited SALB on 09 October 2024 to understand SALB operating model and challenges that the institution currently faces and to see the new building facilities.

The library's steady progress and its contribution to inclusive access to knowledge and information for the visually impaired was a central theme throughout the visit. Its ability to secure consecutive unqualified audits was also recognised as a testament to its effective governance and operational efficiency.

The oversight visit marked a milestone in SALB's ongoing journey to expand its services and improve accessibility for its users, with the support of governmental bodies and stakeholders.

3. EXECUTIVE AUTHORITY

The Management of the Library submitted four quarterly reports to the Department of Arts & Culture as required.

4. THE ACCOUNTING AUTHORITY/BOARD

The SALB Board is appointed in accordance with the South African Library for the Blind Act 91 of 1998. The Board is responsible and accountable for the library's performance and strategic direction.

The role of the Board is as follows:

- To formulate the policies of the Library for the Blind;
- To approve the budget of the Library for the Blind;
- To approve the financial statements of the Library for the Blind;
- To advise the Minister with regard to matters with which the Library for the Blind is concerned; and
- To furnish the Minister with such information as the Minister may require.

Board Charter

The Board Charter was reviewed in March 2025 and will be reviewed every board term thereafter. The Board aligns its legal responsibilities with the Charter and complies with all requirements.

Name	Designation	Date Appointed	Date Resigned	Qualifications	Area of Expertise	Board Directorships
Mr. Yekani X	- Chairperson - Deputy Chairperson	- October 2022 - November 2021 - September 2019	N/A	BA Honors (Journalism) BAMedia Studies	Research Strategic Management	Nkosinathi Foundation for the Blind and Partially Sighted Persons SABC National Disability Committee Deputy Chair Provincial E ECommittee SANCB
Ms. Kganedi M	- Deputy Chairperson - Board Member	- October 2022 - March 2022 - September 2019	N/A	BComm.Degree in Accounting & Business Management, University of Johannesburg BAP (SA) & Certificate in Tax Law	Team Leader, Consulting for Camelsa Chartered Accountants: 05/2015 – 09/2015 Chief Financial Officer, Pan South African Language Board: 08/2012 – 01/2014 Deputy Director Management Accounting & Assets, Department of Roads and Transport: 07/2009 – 07/2012 Deputy Director: Budgeting And Cashflow Management, Department of Human Settlements: 06/2006 – 06/2009	
Mr. Buthelezi M	Board Member	- October 2022 - September 2019	N/A	BA Hons, UNISABA, UNISA Post Graduate Diploma in Marketing Management, UNISA Media Management Programme, University of Stellenbosch	Director: Mzansi On-line, National Library of South Africa: 2014–2018 Regional Manager, Oxford University Press: 2010–2014 National Manager: Marketing, Via Africa Publishers: 1987–2010 Educator, Department of Education–KZN: 1980–1987	

Name	Designation	Date Appointed	Date Resigned	Qualifications	Area of Expertise	Board Directorships
Ms. Maraka D	Board Member	- October 2022 - September 2019	N/A	BA, UNISA BED, UNISA BHons: Languages, University of Pretoria Masters Diploma in Human Resources, RAU Further Diploma in Education, RAU	Managing Member, Fallout 1132cc:2000-to date Human Resources Manager, Lepelle Northern Water:2003-2004 Social Consultant, Roads Agency Limpopo:2008-2012 Consulting Manager, NIA-COSMEC:2004-2005 HR Senior Manager, Legal Aid Board:2002- 2003 HR Manager, Eskom-Mpumalanga:1999- 2001 HR Community Development Manager, Eskom Matimba Power Station: 1996-2001 School Psychologist, Department of Education:1986-1996 HOD/School Principal, Limpopo Department of Education:1981-1986	Board member and Chairperson of HR Committee, Lepelle Northern Water: 2007-2011 Board member, LIBSA:2004-2006
Dr Mphidi H	Board Member	- October 2022 - September 2019	N/A	Bachelor of Library and Information Science (Honors), University of Pretoria Bachelor of Library and Information Science (with distinction), University of Pretoria	Deputy Director Innovation and Technology Transfer, Tshwane University of Technology (TUT):2008 – Present Manager – Technology Enablement, SASOL: 2007 – 2008 Manager – Library and Knowledge Management, Financial and Fiscal Commission (FFC): 2006 – 2007 Senior Information Specialist, Embassy of the United State of America: 2006 Information Specialist, University of Pretoria: 2000 – 2006 Information Assistant, University of Pretoria: 1999 – 2000	Incubator:2019 (Present)

Name	Designation	Date Appointed	Date Resigned	Qualifications	Area of Expertise	Board Directorships
Mr. Govender K	Board Member	Oct-22	N/A	Chartered Accountant (SA) at South African Institute of Chartered Accountants (SAICA) Bachelor of Commerce Honors degree (Accounting) at University of Natal (Durban) 2000 Bachelor of Commerce degree at University of Natal (Pietermaritzburg) 1995 Matriculation Exemption at Northbury Park Secondary School (Pietermaritzburg) 1991	Partner at MG Associates from October 2011 to date Chief Financial Officer at SuperSport International (Pty) Ltd From June 2008 to September 2011 Senior Financial Manager at MNET From June 2007 to May 2008 Financial Manager at MNET from February 2006 to May 2007 Senior Manager at KPMG from January 2002 to January 2006 Audit Manager at Office of the Auditor-General from January 1997 to December 2001	
Dr Mosala TM	Board Member	–	N/A	PhD in Anthropology Candidate Master of Arts Degree in Anthropology Bachelor of Social Science Honors Degree Bachelor of Arts Degree	Project Manager at Azania Research Centre: Present Research and Policy Coordinator at National Council of Trade Union from 2016 – 2018 Senior Researcher at Thuthusa Research and Development Consultant from 2016 – 2016 Senior Researcher at Kara Heritage Institute from 2013 to 2016 Assistant Researcher at the University of South Africa from 2012 – 2015 Assistant Lecturer at the University of Pretoria from 2011 – 2012 Junior Fieldworker/ Curator at the University of Botswana from 2009 – 2010	Commission for the Promotion and Protection of the Rights of Cultural, Religious, and Linguistic Communities Gauteng Arts and Culture Council Member National Heritage Council Expert Member National Museum Council South African Institute for Arts, Public Health and Medical Anthropology South African Association for Cultural Anthropologists

Name	Designation	Date Appointed	Date Resigned	Qualifications	Area of Expertise	Board Directorships
Ms. Dubazana FK	Board Member	Oct-22		eM Ed degree specializing in Curriculum Studies Diploma in Education Management BEd Honors SSTD	Board Member of The National Library of South Africa [NLSA] 2021- to date Managing Director of Khanya Information and Development Centre 2018- to date supervising the MANCOSA Honors students in their research. 2020- to date Director at Education Library and Information Services KZN Department of Education 2008-2018 Chief Education Specialist (ELITS) KZN Dept of Education 2002-2007 Education Specialist Dept of Education – KZN 1999-2002 Senior Lecturer and Lecturer at KwaGqikazi College of Education 1994-1998 Lecturer at Ezakheni College of Education 1992-1993 Teacher at Masibumbane High School 1988-1991	Board Member of The National Library of South Africa [NLSA] 2021- to date
Mr Maboe R	Board Member	Oct-22	N/A	SAICA member at South African Institute of Chartered Accountants LLB at University of South Africa 2020 B.Com Accounting at University of Johannesburg 2007 Senior Certificate with Distinction and University entrance at Grenville High School 2002	Lecturer Information Strategy at University of South Africa 01 January 2021- to date Independent Finance Consultant 01 February 2019 – 31 December 2020 Project and Mine Accountant at Nokeng Fluorspar Mine 01 July 2017 – 31 January 2019 Export Controller at BMW SA 01 April 2014 – 30 June 2017 Management Accountant – Asset Optimization (Business Improvement) at Anglo American Platinum 01 September 2011 – 30 September 2013 Strategy Analyst at Anglo American Platinum 01 December 2010 – 31 August 2011	

5. REMUNERATION OF BOARD MEMBERS

BoardMember	2023/24	2024/25
	R'000	R'000
X Yekani(Chairperson)	164	92
M Kganedi(DeputyChairperson)	123	88
M Mphidi	101	63
M Buthelezi	92	88
D Maraka	165	51
F Dubazana	23	62
R Maboe	46	51
T Mosala	43	92
K Govender	32	36
Total	789	623

6. RISK MANAGEMENT

A Risk Management Policy is in place as confirmed by the Library's Internal Auditors. The strategy is based on the policy. Regular risk assessments are performed as required and verified by the Internal Auditors and the Library's Audit Committee. The management team of the library serves as a Risk Management Committee which is led by the Chief Financial Officer. The CFO and the CEO are responsible for addressing and mitigating identified risks. All risks identified on an annual basis are addressed in collaboration with the Audit Committee.

7. INTERNAL CONTROL UNIT

The Management Team of the SALB functions as the Internal Control Unit. Monthly meetings are conducted. Issues are raised with the Board where applicable during their quarterly meetings. The Internal Control Unit (ICU) plays a key role in promoting sound financial management, compliance with legislation, and the safeguarding of the entity's assets. The ICU supports management in maintaining an effective internal control environment and acts as a first line of assurance.

The ICU collaborated closely with the Compliance Management and Internal Audit Units to ensure an integrated assurance approach. Information was regularly shared with the Audit and Risk Committee to enhance oversight and accountability.

During the year under review, the Internal Control Unit was responsible for:

- Reviewing and monitoring compliance with the PFMA, Treasury Regulations, and internal policies.
- Evaluating the effectiveness of internal controls across the entity.
- Conducting internal control self-assessments and facilitating control improvement plans.
- Coordinating responses to internal and external audit findings.
- Supporting management in implementing corrective actions and strengthening internal processes.

The Internal Control Unit remains committed to supporting a robust control environment. Going forward, the unit will strengthen preventative controls, increase compliance oversight, and contribute to improved governance and audit outcomes.

This is due to the small staff component of the library in senior positions. Within this confinement delegations are carefully assigned in an effort to minimize conflict of interest. This matter was not raised during the recent Internal or External Audits.

8. INTERNAL AUDIT AND AUDIT COMMITTEES

THE KEY ACTIVITIES AND OBJECTIVES OF THE INTERNAL AUDIT ARE AS FOLLOWS:

- Performing an assessment of the adequacy and effectiveness of the risk management processes.
- Analysing and evaluating defined business processes and associated controls.
- Evaluating the effectiveness of controls over the reliability and integrity of certain defined information for management purposes, with particular emphasis on financial information.
- Ascertaining the level of compliance with policies, plans, procedures, laws and regulations applicable to the work undertaken.
- Assessing the adequacy of controls to safeguard assets, including intangible assets applicable to the work undertaken.
- Assessing whether significant IT and capital projects, strategic programs and plans are appropriately documented, approved and implemented.
- Drawing attention to any failure by management to take remedial action with respect to control weaknesses identified and reported; and
- Assist the Audit Committee in achieving its objectives by evaluating processes.

THE KEY ACTIVITIES AND OBJECTIVES OF THE AUDIT COMMITTEE ARE:

- To oversee the internal audit.
- Be responsible for recommending the appointment of the external audit or and to oversee the external audit process.
- Oversee integrated reporting and should have regard to all factors and risks that may impact on the integrity of the integrated report.
- Perform Risk management.
- Provide oversight on Information Technology Governance.
- Provide general oversight and reporting of sustainability by reviewing the integrated report to ensure that the information contained in it is reliable and that it does not contradict the financial aspects of the report.
- Oversee the provision of assurance over sustainability issues; and
- Ethics, Compliance, and Whistle blowing– be responsible for monitoring the ethical conduct of the Library, its executives, and senior officials, by Reporting and Accountability – an independent role with accountability to the board.

A summary of the internal audit work done is provided in the report of the Audit Committee Chair. Specify summary of audit work done.

9. COMPLIANCE WITH LAWS AND REGULATIONS

The library complies with all applicable Laws and Regulations and is audited internally and externally for compliance. SALB remains committed to upholding the highest standards of legal and regulatory compliance in pursuit of its mandate. Regular oversight and continuous improvement efforts ensure that the organisation maintains a strong compliance posture.

10 MINIMISING CONFLICT OF INTEREST

The Board and Management of the Library are aware of the potential conflict of interest that may arise in the supply chain management process.

11. CODE OF CONDUCT

- a The SA Library for the Blind (SALB) is a National Statutory Organisation and an Agency of the Department of Sports, Arts and Culture.
- b As employees of the SA Library for the Blind, we embrace the spirit of the Constitution of the Republic of South Africa and the Bill of Rights, as well as other Government policies, regulations, and guiding documents.
- c We value life and human dignity and stand firmly opposed to gender-based violence and the abuse of woman and children.

THE PURPOSE OF THE CODE OF CONDUCT WITHIN THE CONTEXT OF THE SALB IS TO:

- a Record, and communicate in writing, a set of guidelines in terms of acceptable conduct and ethical behaviour observed by all employees of the SALB.
- b Maintain a healthy and positive organizational culture at the SALB.
- c Ensure the observance-by all staff of the SALB-of the Vision, Mission and Mandate of the SALB, the SALB Values, its policies, procedure guidelines, standards, documents, etc.; as well as the broader Government objectives and goals, including, but not limited to drives and initiatives aimed at eliminating and/or eradicating gender-based violence and the abuse of woman and children.

In instances of breach of the SALB Code of Conduct by a staff member, an investigation will follow, and disciplinary processes implemented as and where required.

12. HEALTH AND SAFETY AND ENVIRONMENTAL ISSUES

COMPLIANCE:

The South African Library for the Blind complies with the Occupational Health and Safety Act (OHS&E) Act, 85 of 1993, in the following manner: Health and Safety Representatives: Compliance according to H&S act: Every Institution/ business/ entity, which employs 20 or more people, in a shop/office type environment must comply by having one representative for every 100 workers, or part thereof.

SALB had 4 Health and Safety Representatives for just over 82 employees during the year 2024-2025.

FIRSTAID:

Compliance according to OHS & E act: One First Aider must be available during a shift. SALB has 4 qualified First Aiders on their staff complement's Committee.

Health and Safety (H&S) Committee: The Representatives must have regular meetings to discuss OHS&E issues. This has been changed in the new Act to a H&S committee meeting once every quarter, and that the minutes of these meetings must be signed by the CEO of the organisation. The SALB conducted regular meetings with the principal agent, key stakeholders from the contractors and delegates from the Department of Public Works (NDPW) and Department of Sport, Arts and Culture (DSAC) when the major building construction and renovation project was underway. These H&S meetings will now take place once a quarter and the minutes signed by the CEO. The minutes of these meetings will be kept for a minimum of 3 years, on file.

EVACUATION PLANS:

Evacuation procedures must be in place and personnel must be made aware of procedures. The SALB does have a comprehensive evacuation plan.

Due to the building renovations at the library during the year under review, evacuation drills have not been held as not all regular exit points were available. SALB staff are kept informed of developments as the building process proceeds.

The library has an Evac-Chair to assist, where relevant, people down a staircase. Training on how to use this chair to evacuate an injured staff member from the building in the event of an injury which prevents them from doing so themselves, was given to Senior Managers and the First Aiders. The fire extinguishers in the library are serviced and checked annually by a registered company under contract by NDPW. Proof of the visits can be seen on the service card of each fire extinguisher. The elevator in the library is checked once a month, by registered experts, also under contract by NDPW.

Records of these monthly inspections and the repairs that were required, if necessary, are noted on these inspection documents, and are kept on file. During periods of loadshedding and while the building renovations contract is underway, the SALB elevator is only used if goods need to be taken up to the first floor. It is not used for persons, as electrical faults or flicks (surges) may cause the elevator to become stuck between floors.

13. COMPANY/BOARD SECRETARY

Not applicable

14. SOCIAL RESPONSIBILITY

The core function of the library, i.e. to render a library and information service to blind and print handicapped people, is a social responsibility service.

Services are rendered to any blind person free of charge. The library also provides volunteer work to more than 50 narrators, proof readers, copy typists and brail lists across South Africa who assist the library to produce Audio and Braille reading material.

15. REPORT OF THE AUDIT & RISK COMMITTEE

We are pleased to present our report for the financial year ended 31 March 2025.

AUDIT & RISK COMMITTEE RESPONSIBILITY

The Audit & Risk Committee reports that it has complied with its responsibilities arising from Section 51(1)(a)(ii) of the Public Finance Management Act and Treasury Regulation 27.1. The Audit & Risk Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.

AUDIT & RISK COMMITTEE MEMBERSHIP AND ATTENDANCE AT MEETINGS

In terms of the Audit & Risk Committee charter and Section 77 (1)(b) of the Public Finance Management Act, the Audit & Risk Committee has met five times in respect of the 2024/2025 financial year. Details of the meetings were as follows:

	Ms A Ntlabezo née van der Merwe	Mr N Latif-Kader	Mr H Harnett	Dr Mphidi	Mr. Raymond Maboe
Highest qualification & Designation	B.Ac- cHons(UFS) CA(SA)	M.Com(UP) CA(SA)	BAcc&LLB (Rhodes) CA(SA)	PhD, Information Sciences(UP)	B.ComHons (UJ); LLB (UNISA) CA(SA)
Role	Chairperson	Member	Member	Member	Member
Appointed/ Re-appointed	Aug-2018 Aug-2021	Aug-2018 Aug-2021	Aug-2021	July2023	July2023
Term expired	29May2025	28May2025	n/a	n/a	n/a
18 April 2024	✓	✓	✓	n/a	n/a
07 May 2024	✓	✓	✓	✓	n/a
15 October 2024	✓	✓	✓	✓	✓
04 July 2024	✓	✓	✓	✓	n/a
17 March 2025	✓	✓	✓	✓	✓

Key South African Library for the Blind (SALB) management personnel including the Chief Executive Officer, Chief Financial Officer and others and representatives from Internal Audit attended some of the meetings by standing invitation as deemed necessary for the Committee to discharge its duties effectively.

THE EFFECTIVENESS OF INTERNAL CONTROL

In line with the PFMA and the King IV Report on Corporate Governance requirements, Internal Audit provides the Audit & Risk Committee with assurance that it has reviewed and tested the design and operating efficiency of internal controls. This is done through a risk assessment and management process, with the objective of identifying corrective actions and suggesting improvements to the controls and processes. The Internal Audit Plan for 2024/2025 was approved by the Audit & Risk Committee and the following Internal Audit reviews were completed during the year under review:

- Annual financial statements review
- Audit of Predetermined Objectives: review SP, APP and usefulness & reliability of reported information
- Quarterly performance report review
- Information Communication & Technology Review
- Financial Control review
- Supply Chain Management review
- Review of Audit Committee charter & Internal Audit charter
- Compliance review
- Follow-up reviews from previous IA findings and AGSA Management Report findings for FY 2023/2024.

The Audit & Risk Committee was satisfied that Internal Audit had discharged its functions objectively and with independence, in compliance with its Charter. All the previous year's findings were adequately addressed and resolved.

In the audit performed by the AGSAs reported in their Management Report, material misstatements and material non-compliance with prescribed legislation were reported. Since amendments were needed to the annual financial statements to correct these findings identified by the AGSA, the Audit & Risk Committee concurs with the AGSA's conclusion that the system of internal control over financial reporting for the period under review was not efficient and effective.

IN-YEAR MANAGEMENT AND MONTHLY/ QUARTERLY REPORTS

The SALB has reported quarterly to National Treasury as is required by the PFMA.

EVALUATION OF FINANCIAL STATEMENTS

The Audit & Risk Committee has:

- Reviewed and discussed all internal audit reports as per the approved internal audit plan with Internal Audit and Management.
- Reviewed the audited annual financial statements to be included in the annual report.
- Reviewed the AGSA's management report and management's response thereto.
- Reviewed the entities compliance with legal and regulatory provisions
- Reviewed significant adjustments resulting from the external audit.

AUDITOR'S REPORT

The Audit & Risk Committee has reviewed the entity's implementation plan for audit issues raised in the prior year and are satisfied that the matters have been adequately resolved.

The Audit & Risk Committee concurs and accepts the conclusions of the AGSA on the annual financial statements and is of the opinion that the audited annual financial statements be accepted and read together with the report of the Auditor-General South Africa.



ANJE NTLABEZO CA(SA)

Chairperson of the audit and risk committee South African Library for the Blind

31 July 2025

16. B-BBEE COMPLIANCE PERFORMANCE INFORMATION

The following table has been completed in accordance with the compliance to the BBBEE requirements as required by the BBBEE Act and as determined by the Department of Trade, Industry and Competition.

Has the Public Entity applied any relevant Code of Good Practice (B-BBEE Certificate Levels 1 – 8) with regards to the following:		
Criteria	Response Yes/ No	Discussion (include a discussion on your response and indicate what measures have been taken to comply)
Determining qualification criteria for the issuing of licences, concessions or other authorisations in respect of economic activity in terms of any law?	No	Not applicable
Developing and implementing a preferential procurement policy?	Yes	Preferential procurement scores are awarded on the basis on B-BBEE certificates.
Determining qualification criteria for the sale of state-owned enterprises?	No	Not applicable
Developing criteria for entering into partnerships with the private sector?	No	Not applicable
Determining criteria for the awarding of incentives, grants and investment schemes in support of Broad Based Black Economic Empowerment?	No	Not applicable

PART D

HUMAN RESOURCES



1. INTRODUCTION

The overview provided below depicts the status of Human Resources at the South African Library for the Blind (SALB) for the year under review. Below are some key points:

1.1 Budget Allocation: The Employee costs were funded through three main sources: the annual government subsidy, conditional grants from provincial Departments of Sport, Arts and Culture, and the national Community Library Services (CLS) grant administered by the Department of Sport, Arts and Culture for monitoring and evaluation purposes. These combined allocations enabled the organisation to sustain permanent employment, appoint contract staff to manage mini libraries in nine provinces, and drive national monitoring and evaluation initiatives. This approach also facilitated job creation, youth development through internships, and enhanced services to persons with visual impairments.

1.2. Job Creation: SALB contributed significantly to employment by offering contract-based opportunities, expanding youth internship programmes, and creating positions that directly supported improved library services across the country..

1.3. Building Refurbishment: The renovation of the main building was completed and handed over during the reporting period. Staff successfully relocated to newly refurbished and fully equipped office spaces, strengthening operational efficiency and creating an improved work environment.

1.4 Staff Recruitment and Resignations: Key appointments during the year strengthened both leadership and operational capacity. These included the appointment of a Chief Financial Officer, a Senior Manager: Library and Information Services, a Senior Manager: Conditional Grants, National Coordinators: Monitoring and Evaluation, a Compliance Manager, and a Project Accountant. Several entry-level positions and internships were also filled, broadening the organisation's talent base and supporting youth development. At the same time, the organisation experienced the resignations of senior staff, including the former Senior Manager: Library and Information Services and the former Head of Human Resources, both of whom left to pursue external opportunities. Several entry-level positions and internships were also filled. At the same time, the organisation experienced the resignations of senior staff, including the former Senior Manager: LIS and the former Head: Human Resources, both of whom pursued external opportunities.

1.5. Employment Equity: The organisation reaffirmed its commitment to inclusivity by recruiting and placing three visually impaired and two sighted interns. The permanent appointment of a visually impaired Braille Quality Control Officer further illustrates SALB's commitment to accessible employment opportunities for persons with disabilities.

1.6.Operational Continuity: During periods of transition, managers assumed additional responsibilities to ensure continuity of operations. This adaptive approach reflects the resilience of the management team and its commitment to maintaining service delivery while recruitment processes were completed.

1.7.Staff Training and Development: Investment in staff development remained a priority, with R363 786,00 allocated to training during the year. Employees pursued master's degrees, postgraduate diplomas, honours programmes, and higher certificate courses, demonstrating a collective commitment to continuous learning and professional excellence.

This overview underscores the South African Library for the Blind's (SALB) commitment to building a capable and inclusive workforce. Key achievements include advancing job creation, strengthening employment equity, and investing in staff training and professional development. The organisation has demonstrated resilience by addressing staffing transitions through strategic recruitment and adaptive internal measures, ensuring both continuity of operations and the ongoing delivery of quality services to persons with visual impairments.

2. HUMAN RESOURCE MILESTONES

Despite achieving 100% of our targets, the South African Library for the Blind (SALB) continues to face several human resource challenges, primarily linked to financial and organisational structural constraints. These challenges directly affect our staff attraction and retention strategy and morale of the existing staff.

- A. Compensation and Recognition:** Low and uncompetitive salaries remain a concern, limiting talent attraction and retention. The absence of structured salary progression, performance-based incentives, and the ability to counter external offers further compounds this challenge.
- B. Career Growth Opportunities:** A flat organisational structure and the absence of formal progression pathways restrict internal advancement and succession planning, reducing opportunities for staff development and growth.
- C. Skills Development Constraints:** While study support is provided, funding for specialised training—particularly in digital, library, and accessibility skills—remains limited. Current funding thresholds also restrict access to advanced postgraduate learning.
- D. Reliance on Volunteers:** Volunteers remain vital for narration and proofreading, especially in Indigenous languages. However, dependence on voluntary contributions introduces risks in terms of consistency, timeliness, and quality.

2.1 RECOGNITION OF SERVICE EXCELLENCE

The South African Library for the Blind (SALB) has continued to attain its annual performance targets, largely due to the dedication and commitment of its staff. Recognising that people are central to organisational success, SALB is strengthening its performance management framework by recognising high quality and service excellence. Key initiatives include:

Innovative Non-Financial Rewards: With traditional cash bonuses no longer feasible, SALB has introduced creative alternative methods to recognise and motivate employees.

2.2 KEY DELIVERABLES AND OUTCOMES

The South African Library for the Blind (SALB) continues to demonstrate resilience and commitment to developing its workforce, despite operating within a challenging environment. The following accomplishments highlight progress made during the reporting period:

- A. Achievement of Organisational Goals:** Despite constraints in resources and work practices, SALB successfully achieved all its annual goals and performance targets. This reflects the organisation's adaptability, sound governance, and unwavering dedication to service delivery.
- B. Strategic Investment in Staff Development:** A total of R363,786.00 was invested in training and development through the Skills Development Fund, underscoring SALB's commitment to strengthening internal capacity, improving competencies, and supporting continuous professional growth.
- C. Support for Postgraduate and Undergraduate Studies:** SALB financed 15 postgraduate study programmes (five at NQF Level 8 and nine at NQF Level 9). Four employees successfully completed their qualifications during the year, with four more due to complete by the end of 2025. In addition, five undergraduate studies were supported, with one successfully completed. A noteworthy achievement was the completion of a postgraduate qualification in Library and Information Science by a blind staff member, demonstrating the organisation's commitment to inclusion and academic empowerment.
- D. Blind Graduates Programme:** SALB launched and implemented the Blind Graduates Programme, creating opportunities for blind and partially sighted professionals. Three blind graduates and one partially sighted intern were placed in the Human Resources and Marketing departments. This initiative represents a significant step toward a more inclusive workforce, with plans to expand in the coming year.
- E. Policy Reform to Encourage Further Education:** The study policy was revised and approved by the Board, extending increased support for postgraduate studies, particularly at NQF Level 9 and 10. This reform reflects SALB's long-term vision of building a highly qualified and professional workforce.

- F. Support for Contract Staff:** To promote equity and access, SALB introduced a 50% subsidy for fixed-term contract employees undertaking further studies. This initiative alleviates financial barriers while promoting professional development across all employment categories.
- G. Growing Interest in Training Opportunities:** There has been a marked increase in applications for study and training support, signalling a strong internal culture of lifelong learning and recognition of the link between personal growth, career advancement, and organisational performance.
- H. Participation in Multiple Training Interventions:** Several employees engaged in multiple training opportunities, reflecting both SALB's commitment to continuous upskilling and the proactive engagement of staff in their development. This approach supports multi-skilling and long-term talent growth across the organisation.

These achievements highlight SALB's strategic commitment to empowering its workforce and fostering a culture of lifelong learning. By investing in education, training, and inclusive programmes such as the Blind Graduates Programme, the organisation not only strengthens individual career growth but also enhances its overall effectiveness, innovation, and sustainability.

3. HUMAN RESOURCE OVERSIGHT STATISTICS

Note: The Human Resources tables to follow were adapted to suit the SALB requirements as a Public Entity whilst maintaining relevance and ease of understanding as far as possible. Furthermore, the figures between tables that may be regarded as corresponding, may be a touch obscured by some employees who were in employment during the year, but not up to and including 31 March 2025. Some personnel costs were also included in the reporting of Departmental costing of Segment reporting in the Annual Financial Statements.

PERSONNEL RELATED EXPENDITURE

Personnel Cost by Programme/Activity/Objective (1 April 2024 to 31 March 2025)

Programme/ Activity/ Objective	Total Expenditure for the entity (R'000)	Personnel Expenditure (R'000)	Personnel Expenditure as a % of total expenditure	No. of employees	Average personnel cost per employee (R'000)
Full time staff (excl. Project totals below)	31,388	23,250	74%	46	505
CLS Conditional Grant	6,223	2,603	42%	12	217
Mini Libs Project (Provincial Departments)	16,463	6,068	37%	17	357
	54,074	31,921		75	426

Personnel costs by salary band (excluding Project Staff, Narrators and Proof readers, but includes Interns)

Salary Levels	Personnel Expenditure (R'000)	% of total personnel cost	Number of employees	Average personnel cost per employee (R'000)
Top Management	1,696	7%	1	1,696
Senior Management (P4-7)	4,761	21%	5	952
Professional qualified (P8-10)	9,184	40%	17	540
Skilled (P11-12)	4,796	21%	15	320
Semi-skilled & other (P13-15)	1,706	8%	6	284
Unskilled (P16-19)	579	3%	8	72
Total	22,722	95	48	2,814

Note: The Salary Levels in this table is aligned to the EEA 9 table issued by the Department of Labor. Also, the totals applied in the table is in line with the totals for the Full-Time staff component in the first table above.

Performance Rewards by salary band (excluding Project Staff, Narrators and Proofreaders)

Salary Levels	Performance Rewards (R'000)	Personnel Expenditure (R'000)	% of performance rewards to total personnel cost
Top Management	-	-	-
Senior Management(P2-3)	-	-	-
Professional qualified(P4-7)	-	-	-
Skilled(P8-11)	-	-	-
Semi-skilled&other(P12-15)	-	-	-
Unskilled(P16-19)	-	-	-
Total	-	-	-

Note: The Salary Levels in this table is aligned to the EEA 9 table issued by the Department of Labour. However, no performance reward were paid during the financial period

Training Costs by Programme/Activity/Objective (1 April 2024 to 31 March 2025)

Programme/Activity/Objective	Personnel Expenditure (R'000)	Training Expenditure	Training Expenditure as a % of personnel cost	No. of employees trained	Average training cost per employee (R'000)
Fulltime staff (excl. Project totals below)	2 2472	363	1.12	17	21
Total	2 2472	363	1.12	17	21

Note:

15 formal qualifications were funded by the organisation which are significantly higher than the softskills. Limited budget hindered the organization from training staff on soft skills training.

EMPLOYMENT AND VACANCIES

Employment and vacancies by Programme/Activity/Objective

Programme/Activity/Objective	2023/2024 No of Employees as at 31/03/2024	2024/2025 Approved Post as at 01/04/2024	2024/2025 No of Employees as at 31/03/2025	2024/2025 25 vacancies	% of Vacancies to approved posts
Fulltime staff (excl. Project totals below)	48	62	47	15	24.2
Blind Graduate Interns	0	0	0	3	50
Graduate Interns	6	5	3	3	50
Snr Project Coordinator and Project Admin Assistant	2	2	1	1	50
M&E Conditional Grant	0	6	9	0	0
Eastern Cape Library Project	4	4	4	0	0

Programme/Activity/Objective	2023/2024 No of Employees as at 31/03/2024	2024/2025 Approved Post as at 01/04/2024	2024/2025 No of Employees as at 31/03/2025	2024/2025 vacancies	% of Vacancies to approved posts
Free State Library Project	1	1	1	0	0
Gauteng Library Project	1	1	1	0	0
KwaZulu Natal Library Project	2	2	1	1	50
Limpopo Library Project	1	1	1	0	0
Mpumalanga Library Project	3	4	3	1	25
Northern Cape Library Project	1	1	1	0	0
North West Library Project	1	5	2	3	60
Western Cape Library Project	2	2	2	0	0

Note:

Project posts are reported on separately from full time staff in the table above as each project relates to a separate conditional grant.

Employment and vacancies by Salary Band as at 31 March 2025

Salary Band	2023/2024 No of Employees as at 31/03/2024	2024/2025 Approved posts as at 01/04/2024	2024/2025 No of Employees as at 31/03/2025	2024/2025 Vacancies	% of Vacancies per Salary Band to total Vacancies
Top Management	-	-	-	-	-
Senior Management (P2- 3)	1	1	1	-	-
Professional qualified (P4-7)	4	5	4	1	20
Skilled (P8-11)	18	29	18	11	38
Semi-skilled & other (P12- 15)	18	19	18	1	5
Unskilled (P16-19)	7	8	7	1	12.5
Total	48	62	48	14	75.5

Due to funding constraints, several positions at SALB remain frozen or unfunded. When a position becomes vacant, its necessity is reviewed, and the funding may be reallocated to other critical posts. Skilled staff have also been appointed through the Conditional Grant to support operations. For critical or specialist roles, recruitment agencies are used to attract suitably qualified candidates from designated groups. Positions are sometimes re-advertised if employment equity targets are not met in the first round.

EMPLOYMENT CHANGES

Annual turnover rates by salary band for the period 1 April to 31 March 2025

Salary Levels	Number of employees at the beginning of the period 1 April 2024	Appointments and transfers into the Organisation	Terminations and transfers out of the Organisation	Employment at the end of the period 31 March 2025
Top Management	-	-	-	-
Senior Management (P2-3)	1	1	-	-
Professional qualified (P4-7)	4	1	2	-
Skilled (P8-11)	18	0	1	-

Salary Levels	Number of employees at the beginning of the period 1 April 2024	Appointments and transfers into the Organisation	Terminations and transfers out of the Organisation	Employment at the end of the period 31 March 2025
Semi-skilled & other (P12-15)	18	3	1	-
Unskilled (P16-19)	7	3	2	-
Total Permanent Staff	48	8	6	0

Note:

The above table relates to the permanent staff compliment only and excludes project posts. The changes on employee movement emanate from termination and appointments on the same positions.

Programme/Activity/Objective	Number of employees at the beginning of the period 1 April 2024	Appointments and transfers into the Organisation	Terminations and transfers out of the Organisation	Employment at the end of the period 31 March 2025
Fulltime staff (excl. Project totals below)	40	1	9	8
Blind Graduates	0	3	0	3
Graduate Interns	5	3	5	7
M&E Conditional Grant	0	8	0	1
Snr Project Coordinator and Project Admin Assistant	2	-	1	0
Eastern Cape Library Project	4	-	1	0
Free State Library Project	1	-	-	0
Gauteng Library Project	1	-	-	0
KwaZulu Natal Library Project	1	-	-	0
Limpopo Library Project	1	-	-	0
Mpumalanga Library Project	2	-	-	1
Northern Cape Library Project	1	-	-	0
North West Library Project	1	-	-	1
Western Cape Library Project	2	-	-	0

Reasons why staff left the Organisation for the period 1 April 2024 to 31 March 2025

Reason	Number	% of total number of staff leaving
Death	0	0
Resignation	5	45.5
Expiry of contract	1	9
Retrenched/Dismissal-operational changes	-	-
Dismissal-misconduct	0	0
Dismissal-inefficiency	-	-
Discharged due to ill-health	-	-
Retirement	-	-
Transfers-promotions within organisation	5	45.5
Other-Alternative Contract Positions	-	-
Total	11	100

Note:

The totals in the reasons for staff leaving includes terminations of the Project staff.

Labour Relations: Misconduct and disciplinary action

Nature of Disciplinary Action	Number	%oftotal
Verbal/ 1st warning	-	-
Written warning	-	-
Final written warning	-	-
Dismissal	-	-
Poor Performance Counselling	-	-
Total	-	-

EMPLOYMENT EQUITY

Employment Equity Target and Employment Equity Status for Male

Occupational Band	Male							
	African		Coloured		Indian		White	
	Current	Target	Current	Target	Current	Target	Current	Target
Top Management	-	-	-	-	-	-	-	-
Senior Management	1	1	-	-	-	-	-	-
Professionally qualified and experienced specialists and mid-management	1	2	-	-	-	-	1	1
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	3	7	3	3	-	-	1	1
Semi-skilled and discretionary decision making	3	4	5	5	-	-	-	-
Unskilled and defined decision making	-	3	-	1	-	-	-	-
Temp/Contract	6	7	0	1	-	-	-	-
Interns	2	1	-	-	-	-	-	-
Total	16	25	8	10	-	-	2	2

The table above will include project staff and may also include employees who have been paid during March 2025, but whose employment terminated byend March 2025.

EMPLOYMENT EQUITY

Employment Equity Target and Employment Equity Status for Females

Occupational Band	Females							
	African		Coloured		Indian		White	
	Current	Target	Current	Target	Current	Target	Current	Target
Top Management	-	-	-	-	-	-	-	-
Senior Management	1	1	-	-	-	-	-	-
Professionally qualified and experienced specialists and mid- management	2	2	-	-	-	-	-	-
Skilled technical and academically qualified workers, junior management, supervisors, foreman and superintendents	9	13	2	4	-	-	-	-
Semi-skilled and discretionary decision making	7	12	4	4	-	-	-	2
Unskilled and defined decision making	1	2	-	-	-	-	-	-
Temp/Contract	15	7	1	2	-	-	2	1
Interns	4	3	-	-	-	-	-	-
Total	38	40	7	10	-	-	2	3

Employment Equity Target and Employment Equity Status for persons with disabilities

Occupational Band	Staff with disabilities			
	Male		Female	
	Current	Target	Current	Target
Top Management	-	-	-	-
Senior Management	-	-	-	-
Professionally qualified and experienced specialists and mid- management	-	-	-	-
Skilled technical and academically qualified workers,junior management, supervisors, foreman and superintendents	-	-	2	2
Semi-skilled and discretionary decision making	-	-	-	-
Unskilled and defined decision making	-	-	-	-
Temp/Contract	-	-	1	1
Interns	-	-	1	1
Total			4	4

PART E

PFMA COMPLIANCE REPORT



IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE AND MATERIAL LOSSES

IRREGULAR EXPENDITURE

RECONCILIATION OF IRREGULAR EXPENDITURE

Description	2023/2024	2024/2025
	R'000	R'000
Opening balance	-	2,770
Adjustment to opening balance	-	-
Opening balance as restated	-	-
Add: Irregular expenditure confirmed	2,770	2174
Less: Irregular expenditure condoned	-	-
Less: Irregular expenditure not condoned and removed	-	-
Less: Irregular expenditure recoverable	-	-
Less: Irregular expenditure not recoverable and written off	-	-
Closing balance	2,770	4944

RECONCILING NOTES

Description	2023/2024	2024/2025
	R'000	R'000
Irregular expenditure that was under assessment	-	-
Irregular expenditure that relates to the prior year and identified in the current year	191	-
Irregular expenditure for the current year	2,579	2,174
Total	2,770	2,174

DETAILS OF IRREGULAR EXPENDITURE (UNDERASSESSMENT, DETERMINATION, AND INVESTIGATION)

Description	2023/2024	2024/2025
	R'000	R'000
Irregular expenditure underassessment	-	-
Irregular expenditure underdetermination	-	-
Irregular expenditure underinvestigation	-	-
	-	-

DETAILS OF IRREGULAR EXPENDITURE CONDONED

Description	2023/2024	2024/2025
	R'000	R'000
Irregular expenditure condoned	-	-
Total	-	-

DETAILS OF IRREGULAR EXPENDITURE REMOVED–(NOT CONDONED)

DETAILS OF IRREGULAR EXPENDITURE RECOVERABLE

Description	2023/2024	2024/2025
	R'000	R'000
Irregular expenditure recoverable	-	-
Total	-	-

DETAILS OF IRREGULAR EXPENDITURE WRITTEN OFF (IRRECOVERABLE)

Description	2023/2024	2024/2025
	R'000	R'000
Irregular expenditure written off	-	-

FRUITLESS AND WASTEFUL EXPENDITURE

RECONCILIATION OF FRUITLESS AND WASTEFUL EXPENDITURE

Description	2023/2024	2024/2025
	R'000	R'000
Opening balance	-	7
Adjustment to opening balance	-	-
Opening balance as restated	-	-
Add: Fruitless and wasteful expenditure confirmed	7	33
Less:Fruitless and wasteful expenditure recoverable	-	-
Less:Fruitless and wasteful expenditure not recoverable and written off	-	-
Closing balance	7	40

RECONCILING NOTES

Description	2023/2024	2024/2025
	R'000	R'000
Fruitless and wasteful expenditure that was under assessment	-	7
Fruitless and wasteful expenditure that relates to the prior year and identified in the current year	-	-
Fruitless and wasteful expenditure for the current year	7	33
Total	7	40

DETAILS OF FRUITLESS AND WASTEFUL EXPENDITURE (UNDER ASSESSMENT, DETERMINATION, AND INVESTIGATION)

Description	2023/2024	2024/2025
	R'000	R'000
Fruitless and wasteful expenditure under assessment	-	-
Fruitless and wasteful expenditure under determination	-	40
Fruitless and wasteful expenditure under investigation	-	-
Total	-	40

DETAILS OF FRUITLESS AND WASTEFUL EXPENDITURE NOT RECOVERABLE AND WRITTEN OFF

Description	2023/2024	2024/2025
	R'000	R'000
Fruitless and wasteful expenditure recoverable	-	-
Total	-	-

DETAILS OF FRUITLESS AND WASTEFUL EXPENDITURE WRITTEN OFF

Description	2023/2024	2024/2025
	R'000	R'000
Fruitless and wasteful expenditure written off	-	-
Total	-	-

ADDITIONAL DISCLOSURE

RELATING TO MATERIAL LOSSES IN TERMS OF PFMA SECTION 55(2)(B)(I)&(III))

DETAILS OF MATERIAL LOSSES THROUGH CRIMINAL CONDUCT

Material losses through criminal conduct	2023/2024	2024/2025
	R'000	R'000
Theft	-	-
Other material losses	-	-
Less: Recoverable	-	-
Less: Not recoverable and written off	-	-
Total	-	-
Invoices older than 30 days or agreed period (unpaid and without dispute)	-	-
Invoices older than 30 days or agreed period (unpaid and indispute)	-	-

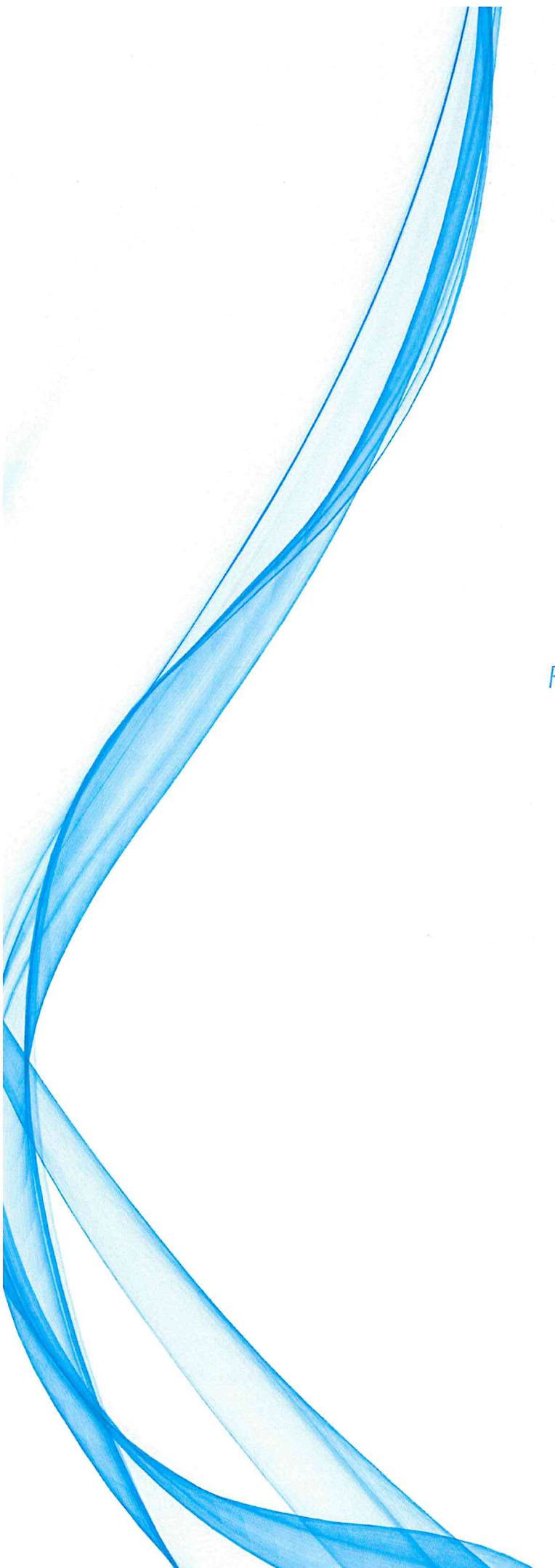
PROCUREMENT BY OTHER MEANS

Project description	Name of supplier	Type of procurement by other means	Contract number	Value of contract
				R'000
Over drive annual Subscription fee	Booktalk (PTY) LTD	SOLE SUPPLIER	-	51
Microsoft 365 Business standard-Subscription and licences	Microsoft Ireland Operations Limited	SOLE SUPPLIER	-	9
Document reader,Universal charger	Edit Microsystems	SOLE SUPPLIER	-	312
Assestive devices training & Customised Training, Software and license, 3 x Fusion Pro single User Licences,3 x Zoom text keyboard, 3 x Talking typing teacher	Sensory Solutions	SOLE SUPPLIER	-	840
Accommodation for Funda mzanzi George	Harvey World Travel Travel Agent	Only two service providers responded	-	409
12 months information compliance retainer services	Labournet Eastern Cape	Limited Bidding	-	21
27x Accommodation and conference (27/10/2024 to 31/10/2024)	A new hotel Highveld	Only one service providers responded	-	267
Caseware training and implementation software distribution	Adapt (PTY) LTD	SOLE SUPPLIER	-	188
Lib guide licences	World Wide Information services	SOLE SUPPLIER	-	86
Strategic Planning Facilitator	Synout (PTY) LTD	Only two service providers responded	-	106
Replacement of broken screen	HP South Africa Proprietary	LIMITED BIDDING	-	7
Supply and delivery of fuel (diesel)	Makana Service station	EMERGENCY PROCUREMENT	-	79
Rendering alarm and security services for SALB for period of two years	Hi Tech Security	Only one service providers responded	-	22
ADHOC Review of Supply Chain Management- SALB	Lunika	LIMITED BIDDING	-	21
New Toilet for disabled Construction, Carpot and shade cloth parking and Solar System Services	Siviwe Jayiya Construction	Limited Bidding	-	1650
				4068

PART F

FINANCIAL INFORMATION





SA Library for the Blind

Audit Report

For the year ended 31 March 2025



**AUDITOR-GENERAL
SOUTH AFRICA**

Auditing to build public confidence

Report of the auditor-general to Parliament on South African Library for the Blind

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the South African Library for the Blind (SALB) set out on pages 71 to 114, which comprise the statement of financial position as at 31 March 2025 and statement of financial performance, statement of changes in net assets, and cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the SALB as at 31 March 2025 and its financial performance and cash flows for the year then ended in accordance with the Standard of Generally Recognised Accounting Practice (GRAP) and the requirements of the Public Finance Management Act 1 of 1999 (PFMA).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the responsibilities of the auditor-general for the audit of the financial statements section of my report.
4. I am independent of the entity in accordance with the International Ethics Standards Board for Accountants' *International Code of Ethics for Professional Accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

6. I draw attention to the matter below. My opinion is not modified in respect of this.

Current portion of unspent conditional receipts

7. As disclosed in note 11 to the financial statements, the entity materially underspent the conditional grants by R5,3 million (2024: R7,1 million).

Irregular expenditure

8. As disclosed in note 32 to the financial statements, the entity has incurred irregular expenditure of R2,4 million (2024: R2,8 million).

Responsibilities of the accounting authority for the financial statements

9. The accounting authority is responsible for the preparation and fair presentation of the financial statements in accordance with the GRAP and the requirements of the PFMA and for such internal control as the accounting authority determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
10. In preparing the financial statements, the accounting authority is responsible for assessing the entity's ability to continue as a going concern; disclosing, as applicable, matters relating to going concern; and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the entity or to cease operations, or has no realistic alternative but to do so.

Responsibilities of the auditor-general for the audit of the financial statements

11. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
12. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report. This description, which is located at page xxx, forms part of our auditor's report.

Report on the annual performance report

13. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof; I must audit and report on the usefulness and reliability of the reported performance information against predetermined objectives for the selected material performance indicators presented in the annual performance report. The accounting authority is responsible for the preparation of the annual performance report.
14. I selected the following material performance indicators related to business development presented in the annual performance report for the year ended 31 March 2024. I selected those indicators that measure the entity's performance on its primary mandated functions and that are of significant national, community or public interest.
 - ABC and related platform files downloaded.
 - African country outreach.
 - Customising of externally produced braille book titles.
 - In-house produced SALB braille books titles.
 - Indigenous languages braille books produced and customised.

- In-house produced SALB audio books titles.
- Customising of externally produced audio book titles.
- Indigenous languages audio books produced and customised.
- Production of tactile books.

15. I evaluated the reported performance information for the selected material performance indicators against the criteria developed from the performance management and reporting framework, as defined in the general notice. When an annual performance report is prepared using these criteria, it provides useful and reliable information and insights to users on the entity's planning and delivery on its mandate and objectives.

16. I performed procedures to test whether:

- the indicators used for planning and reporting on performance can be linked directly to the entity's mandate and the achievement of its planned objectives.
- all the indicators relevant for measuring the entity's performance against its primary mandated and prioritised functions and planned objectives are included.
- the indicators are well defined to ensure that they are easy to understand and can be applied consistently, as well as verifiable so that I can confirm the methods and processes to be used for measuring achievements.
- the targets can be linked directly to the achievement of the indicators and are specific, time bound and measurable to ensure that it is easy to understand what should be delivered and by when, the required level of performance as well as how performance will be evaluated.
- the indicators and targets reported on in the annual performance report are the same as those committed to in the approved initial or revised planning documents.
- the reported performance information presented in the annual performance report in the prescribed manner.
- there is adequate supporting evidence for the achievements reported and for the reasons provided for any over- or underachievement of targets.

17. I performed the procedures to report material findings only; and not to express an assurance opinion or conclusion.

18. I did not identify any material findings on the reported performance information for the selected indicators.

Report on compliance with legislation

19. In accordance with the PAA and the general notice issued in terms thereof, I must audit and report on compliance with applicable legislation relating to financial matters, financial

management and other related matters. The accounting authority is responsible for the entity's compliance with legislation.

20. I performed procedures to test compliance with selected requirements in key legislation in accordance with the findings engagement methodology of the Auditor-General of South Africa (AGSA). This engagement is not an assurance engagement. Accordingly, I do not express an assurance opinion or conclusion.
21. Through an established AGSA process, I selected requirements in key legislation for compliance testing that are relevant to the financial and performance management of the entity, clear to allow consistent measurement and evaluation, while also sufficiently detailed and readily available to report in an understandable manner. The selected legislative requirements are included in the annexure to this auditor's report.
22. The material findings on compliance with the selected legislative requirements, presented per compliance theme, are as follows:

Annual financial statements and annual report

23. The financial statements submitted for auditing were not prepared in accordance with the prescribed financial reporting framework and/or supported by full and proper records, as required by section 55(1) (a) and (b) of the PFMA.

Material misstatements on the disclosures identified by the auditors in the submitted financial statement were corrected and the supporting records were provided subsequently, resulting in the financial statements receiving an unmodified audit opinion.

Expenditure management

24. Effective and appropriate steps were not taken to prevent irregular expenditure as disclosed in note 32 to the annual financial statements, as required by section 51(1)(b)(ii) of the PFMA. The majority of the irregular expenditure was caused by payments made to expired contract.

Consequence management

25. Disciplinary steps were not taken against the officials who had incurred and/or permitted irregular expenditure, as required by section 51(1)(e)(iii) of the PFMA.

Other information in the annual report

26. The accounting authority is responsible for the other information included in the annual report. The other information referred to does not include the financial statements, the auditor's report and those selected material indicators in the scoped-in material indicators presented in the annual performance report that have been specifically reported on in this auditor's report.
27. My opinion on the financial statements, the report on the audit of the annual performance report and the report on compliance with legislation do not cover the other information included in the annual report and I do not express an audit opinion or any form of assurance conclusion on it.

28. My responsibility is to read this other information and, in doing so, consider whether it is materially inconsistent with the financial statements and the selected material indicators in the scoped-in programme presented in the annual performance report or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
29. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

Internal control deficiencies

30. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with applicable legislation; however, my objective was not to express any form of assurance on it.
31. The matters reported below are limited to the significant internal control deficiencies that resulted in the material findings on compliance with legislation included in this report.
32. Management did not always implement adequate internal controls to ensure the preparations of accurate financial reports that are supported and evidenced by reliable information. This resulted in material misstatements that were subsequently corrected in the financial statements and findings on the audit of compliance with laws and regulations.

Auditor-General

East London

31 July 2025



AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure to the auditor's report

The annexure includes the following:

- The auditor-general's responsibility for the audit
- The selected legislative requirements for compliance testing

Auditor-general's responsibility for the audit

Professional judgement and professional scepticism

As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected material performance indicators and on the entity's compliance with selected requirements in key legislation.

Financial statements

In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control
- obtain an understanding of internal control relevant to the audit 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
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made
- conclude on the appropriateness of the use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the entity to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause an entity to cease operating as a going concern
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- for purposes of the group audit. I remain solely responsible for my audit opinion.

Communication with those charged with governance

I communicate with the accounting authority regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide the accounting authority with a statement that I have complied with relevant ethical requirements regarding independence and communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

Compliance with legislation – selected legislative requirements

The selected legislative requirements are as follows:

Legislation	Sections or regulations
Public Finance Management Act 1 of 1999	Section 51(1)(b)(i); 51(1)(b)(ii); 51(1)(e)(iii); 53(4); Section 54(2)(c); 54(2)(d); 55(1)(a); 55(1)(b); Section 55(1)(c)(i); 56(1); 57(b); 66(3)(c)
Treasury Regulations, 2005	Regulation 8.2.1; 8.2.2; 16A3.2; 16A3.2(a); Regulation 16A6.1; 16A6.2(a); 16A6.2(b); Regulation 16A6.3(a); 16A6.3(a); 16A6.3(b); Regulation 16A6.3(c); 16A6.3(e); 16A6.4; 16A6.5; Regulation 16A6.6; 16A.7.1; 16A.7.3; 16A.7.6; Regulation 16A.7.7; 16A8.3; 16A8.4; 16A9.1(b)(ii); Regulation 16A 9.1(d); 16A9.1(e); 16A9.1(f); Regulation 16A9.2; 16A9.2(a)(ii); 30.1.1; 30.1.3(a); Regulation 30.1.3(b); 30.1.3(d); 30.2.1; 31.2.1; Regulation 31.2.5; 31.2.7(a); 32.1.1(a); 32.1.1(b); Regulation 32.1.1(c); 33.1.1; 33.1.3
Companies Act 71 of 2008	Section 45(2); 45(3)(a)(ii); 45(3)(b)(i); 45(3)(b)(ii); Section 45(4); 46(1)(a); 46(1)(b); 46(1)(c); Section 112(2)(a); 129(7)
Construction Industry Development Board Act 38 of 2000	Section 18(1)
Construction Industry Development Board Regulations, 2004	Regulation 17; 25(7A)
Second amendment National Treasury Instruction No. 5 of 202/21	Paragraph 1
Erratum National Treasury Instruction No. 5 of 202/21	Paragraph 2
National Treasury instruction No 5 of 2020/21	Paragraph 4.8; 4.9; 5.3
National Instruction No. 1 of 2021/22	Paragraph 4.1
National Instruction No. 4 of 2015/16	Paragraph 3.4
National Treasury SCM Instruction No. 4A of 2016/17	Paragraph 6
National Treasury SCM Instruction No. 03 of 2021/22	Paragraph 4.1; 4.2(b); 4.3; 4.4; 4.4(a); 4.17; 7.2; Paragraph 7.6
National Treasury SCM Instruction No. 11 of 2020/21	Paragraph 3.4(a); 3.4(b); 3.9
National Treasury SCM Instruction No. 2 of 2021/22	Paragraph 3.2.1; 3.2.4; 3.2.4(a); 3.3.1
Practice Note 11 of 2008/9	Paragraph 2.1; 3.1 (b)
Practice Note 5 of 2009/10	Paragraph 3.3
Practice Note 7 of 2009/10	Paragraph 4.1.2

Legislation	Sections or regulations
Preferential Procurement Policy Framework Act 5 of 2000	Section 1; 2.1(a); 2.1(f)
Preferential Procurement Regulations, 2022	Regulation 4.1; 4.2; 4.3; 4.4; 5.1; 5.2; 5.3; 5.4
Preferential Procurement Regulations, 2017	Regulation 4.1; 4.2; 5.1; 5.3; 5.6; 5.7; 6.1; 6.2; 6.3; Regulation 6.5; 6.6; 6.8; 7.1; 7.2; 7.3; 7.5; 7.6; 7.8; Regulation 8.2; 8.5; 9.1; 9.2; 10.1; 10.2; 11.1; 11.2
Prevention and Combating of Corrupt Activities Act 12 of 2004	Section 34(1)

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

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South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

General Information

Country of incorporation and domicile	South Africa
Entity Category	PFMA Schedule 3A National Public Entity
Nature of business and principal activities	Providing library services for the blind
Registered office	112B High Street Makhanda Eastern Cape South Africa 6139
Business address	112B High Street Makhanda Eastern Cape South Africa 6139
Controlling Entity	National Department of Sport, Arts and Culture
Bankers	Standard Bank of South Africa Makhanda
Auditors	Auditor General South Africa
Members	Mr X Yekani (Chairperson) Ms M Kganedi (Deputy Chairperson) Dr T Mosala Mr R Maboe Mr K Govender Ms K Dubazana Ms D Maraka Dr H Mphidi Mr M Buthelezi

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Accounting Authority's Responsibilities and Approval

The Board is required by the Public Finance Management Act (Act 1 of 1999), to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is the responsibility of the members to ensure that the annual financial statements fairly present the state of affairs of the entity as at the end of the financial year and the results of its operations and cash flows for the period then ended. The external auditors are engaged to express an independent opinion on the annual financial statements and was given unrestricted access to all financial records and related data.

The annual financial statements have been prepared in accordance with Generally Recognised Accounting Practice (GRAP) including any interpretations, guidelines and directives issued by the Accounting Standards Board.

The annual financial statements are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The Board acknowledges that it is ultimately responsible for the system of internal financial control established by SALB and place considerable importance on maintaining a strong control environment. To enable the Board to meet these responsibilities, the accounting authority sets standards for internal control aimed at reducing the risk of error or deficit in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the entity and all employees are required to maintain the highest ethical standards in ensuring the entity's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the entity is on identifying, assessing, managing and monitoring all known forms of risk across the entity. While operating risk cannot be fully eliminated, SALB endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The Board is of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or deficit.

The Board has reviewed SALB's cash flow forecast for the year to 31 March 2026 and, in the light of this review and the current financial position, they are satisfied that the entity has or has access to adequate resources to continue in operational existence for the foreseeable future.

The annual financial statements are prepared on the basis that the entity is a going concern and that the entity has neither the intention nor the need to liquidate or curtail materially the scale of the entity.

Although the accounting authority is primarily responsible for the financial affairs of the entity, they are supported by the entity's external auditors.

The external auditors are responsible for independently reviewing and reporting on the entity's annual financial statements. The annual financial statements have been examined by the entity's external auditors and their report is presented on page 5.

The annual financial statements were approved by the accounting authority on 31 July 2025 and were signed on its behalf by:



Mr X Yekani (Chairperson)
Designation

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Accounting Authority's Report

The annual financial statements set out on page 5, which have been prepared on the going concern basis, were approved by the accounting authority on 31 July 2025 and were signed on its behalf by:



Mr X Yekani (Chairperson)
Designation

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Statement of Financial Position as at 31 March 2025

		2025	2024
	Note(s)	R '000	Restated* R '000
Assets			
Current Assets			
Inventories	7	4 409	5 458
Receivables from exchange transactions	8	9	59
Receivables from non-exchange transactions	9&11	4 642	171
Prepayments		480	-
Cash and cash equivalents	10	3 805	15 595
		13 345	21 283
Non-Current Assets			
Property, plant and equipment	3	4 143	2 610
Intangible assets	4	107 884	101 856
		112 027	104 466
Total Assets		125 372	125 749
Liabilities			
Current Liabilities			
Payables from exchange transactions	5	2 131	1 495
Employee benefit obligation	6	94	-
Payables from non-exchange transactions	11	5 335	7 072
Provisions	12	1 190	1 549
		8 750	10 116
Non-Current Liabilities			
Employee benefit obligation	12	792	784
Total Liabilities		9 542	10 900
Net Assets		115 830	114 850
Accumulated surplus		115 830	114 850
Total Net Assets		115 830	114 850

* See Note 27 & 26

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Statement of Financial Performance

		2025	2024
	Note(s)	R '000	Restated* R '000
Revenue			
Revenue from exchange transactions			
Other income	14	78	99
Revenue from non-exchange transactions			
Transfer revenue			
Government grants & subsidies	11&15	49 112	37 924
Sponsorships and donations	16	903	893
Interest Income		894	1 096
Service-in-kind income (building)	36	4 273	4 273
Total revenue from non-exchange transactions		55 182	44 186
Total revenue		55 260	44 285
Expenditure			
Employee related costs	17	(18 857)	(16 754)
Administration	18	(3 730)	(4 199)
Depreciation and amortisation	19	(1 040)	(724)
Operating Leases	13	(140)	(200)
Bad debts written off		(31)	-
Loss on disposal of assets		-	(2)
Post retirement benefit - Actuarial losses		(101)	-
General Expenses	21	(30 175)	(22 063)
Total expenditure		(54 074)	(43 942)
Surplus for the year		1 186	343

* See Note 27 & 26

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Statement of Changes in Net Assets

	Accumulated surplus / deficit R '000	Total net assets R '000
Opening balance as previously reported	114 815	114 815
Adjustments		
Prior year adjustments (note	(44)	(44)
Balance at 01 April 2023 as restated*	114 771	114 771
Changes in net assets		
Surplus for the year	343	343
Prior period error	(264)	(264)
Total changes	(79)	(79)
Restated* Balance at 01 April 2024	114 850	114 850
Changes in net assets		
Surplus for the year	1 186	1 186
Accumulated funds adjustment	(206)	(206)
Total changes	980	980
Balance at 31 March 2025	115 830	115 830

* See Note 27 & 26

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Cash Flow Statement

	Note(s)	2025 R '000	2024 Restated* R '000
Cash flows from operating activities			
Receipts			
Transfers and Subsidies		42 904	37 924
Sponsorships and Donations		903	957
Transfers and sponsorships		-	2 103
Income received		894	1 096
Other receipts		78	35
		44 779	42 115
Payments			
Staff costs		(19 170)	(16 737)
Goods and Services		(28 003)	(19 965)
		(47 173)	(36 702)
Net cash flows from operating activities	22	(2 394)	5 413
Cash flows from investing activities			
Purchase of property, plant and equipment	3	(2 583)	(1 932)
Leasehold Improvements		(750)	-
Purchase of other intangible assets	4	(6 064)	(6 040)
Net cash flows from investing activities		(9 397)	(7 972)
Cash flows from financing activities			
Net decrease in cash and cash equivalents		(11 791)	(2 559)
Cash and cash equivalents at the beginning of the year		15 595	18 154
Cash and cash equivalents at the end of the year	10	3 805	15 595

* See Note 27 & 26

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Statement of Comparison of Budget and Actual Amounts

Budget on cash basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
	R '000	R '000	R '000	R '000	R '000	

Statement of Financial Performance

Revenue

Revenue from exchange transactions

Other income	93	-	93	78	(15)	34.1
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Revenue from non-exchange transactions

Transfer revenue

Government grants & subsidies	48 320	-	48 320	49 112	792	34.2
Services in kind	-	-	-	4 273	4 273	34.11

Sponsorships & donations	750	-	750	903	153	34.3
Interest Income	1 000	-	1 000	894	(106)	34.4

Total revenue from non-exchange transactions	50 070	-	50 070	55 182	5 112	
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Total revenue	50 163	-	50 163	55 260	5 097	
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Expenditure

Employee Cost	(21 219)	-	(21 219)	(18 857)	2 362	34.5
Administration	(2 788)	-	(2 788)	(3 730)	(942)	34.6
Depreciation and amortisation	-	-	-	(968)	(968)	34.7
Operating leases	(120)	-	(120)	(140)	(20)	34.8
Bad debts written off	-	-	-	(31)	(31)	34.9
General Expenses	(26 136)	-	(26 136)	(30 175)	(4 039)	34.10

Total expenditure	(50 263)	-	(50 263)	(53 901)	(3 638)	
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Operating surplus	(100)	-	(100)	1 287	1 459	
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Post retirement benefit - Actuarial gains/losses	-	-	-	(101)	(101)	34.11
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Surplus before taxation	(100)	-	(100)	1 186	1 286	
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Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement	(100)	-	(100)	1 186	1 358	
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South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

	Note(s)	2025 R '000	2024 R '000
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1. Significant accounting policies

The significant accounting policies applied in the preparation of these annual financial statements are set out below.

1.1 Basis of preparation

The annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP), issued by the Accounting Standards Board in accordance with Section 91(1) of the Public Finance Management Act (Act 1 of 1999).

The Annual Financial Statements have been prepared on an accrual basis (excluding the cash flow) of accounting and incorporate the historical cost conventions as the basis of measurement, except where specified otherwise

The principal accounting policies applied in the preparation of these annual financial statements are set out below. These accounting policies are consistent with those applied in the preparation of the prior year's annual financial statements, unless specified otherwise. All figures have been rounded off to the nearest thousand rand.

These accounting policies are consistent with the previous period.

Where the presentation or classification of items in the Annual Financial Statements is amended, prior period comparative amounts are restated. The nature and reason for the correction is disclosed in the notes to the financial statements.

1.2 Presentation currency

These annual financial statements are presented in South African Rand, rounded off to the nearest thousand Rand which is the functional currency of the SALB.

1.3 Going concern assumption

These annual financial statements have been prepared on a going concern basis.

1.4 Materiality

In terms of GRAP omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor.

Assessing whether an omission or misstatement could influence decisions of users, and so be material, requires consideration of the characteristics of those users. Users are assumed to have a reasonable knowledge of the government, its activities, accounting and a willingness to study the information with reasonable diligence. Therefore, the assessment needs to take into account how users with such attributes could reasonably be expected to be influenced in making and evaluating decisions.

Each material class of similar items is presented separately in the financial statements. Items of a dissimilar nature or function are presented separately unless they are immaterial.

1.5 Significant judgements and sources of estimation uncertainty

Preparation of financial statements in conformity with GRAP requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, revenue and expenditure. Actual results may differ from estimates. The estimates and associated assumptions are based on historical experience and other factors that are considered to be reasonable. The estimates and underlying assumptions are reviewed on an ongoing basis.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.5 Significant judgements and sources of estimation uncertainty (continued)

In preparing the financial statements, management is required to make estimates and assumptions that affect the amounts represented in the financial statements and related disclosures. Use of available information and the application of judgement is inherent in the formation of estimates. Actual results in the future could differ from these estimates which may be material to the financial statements. Significant judgements include:

Provision for post-retirement benefits

SALB obtains actuarial valuations of its Post Retirement Benefit Plan Liabilities. The estimated liabilities are recorded in accordance with the requirements of GRAP 25. Details of the liabilities and the key assumptions made by the actuaries in estimating the liabilities are provided in the applicable Notes to the Annual Financial Statements.

The present value of the post-retirement obligation depends on several factors that are determined on an actuarial basis using several assumptions. The assumptions used in determining the net cost include the discount rate. Any changes in these assumptions will impact on the carrying amount of post-retirement obligations.

2 Impairment of Trade and other receivables

The SALB assesses its financial assets for impairment at the end of each financial year. In determining whether an impairment loss should be recorded in surplus or deficit, judgements are made as to whether there is observable data indicating a measurable decrease in the estimated future cash flows from a financial asset. These amounts are then transferred to a provision for doubtful debts which is adjusted annually.

On receivables an impairment loss is recognised in surplus and deficit when there is objective evidence that it is impaired. The impairment is measured as the difference between the receivable's carrying amount and the present value of estimated future cash flows discounted at the effective interest rate, computed at initial recognition.

Impairment of other financial assets

Impairment of Financial Assets describes the process followed to determine the value at which Financial Assets should be impaired. In making the estimation of the impairment, the management considered the detailed criteria of impairment of Financial Assets as set out in GRAP 104 (Financial Instruments) and used its judgement to select a variety of methods and make assumptions that are mainly based on market conditions existing at the end of the reporting period.

Useful lives of Property, Plant and Equipment and Intangible Assets

The SALB's management determines the estimated useful lives and related depreciation charges for property, plant and equipment including intangible assets. This estimate is based on the pattern in which an asset's future economic benefits or service potential are expected to be consumed.

Estimates in this regard are based on historical experience and expectations of the manner in which assets are to be used. Such expectations could change over time and therefore impact both depreciation charges and carrying values of tangible and intangible assets in the future. Property, Plant & Equipment is depreciated, and Intangible Assets amortised over the estimated useful lives of the assets. Changes in accounting estimates are applied prospectively, and details are disclosed in notes to the Annual Financial Statements where applicable.

1.6 Property, plant and equipment

Property, plant and equipment are tangible non-current assets (including infrastructure assets) that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one period.

The cost of an item of property, plant and equipment is recognised as an asset when:

- it is probable that future economic benefits or service potential associated with the item will flow to the entity; and
- the cost of the item can be measured reliably.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.6 Property, plant and equipment (continued)

Property, plant and equipment is initially measured at cost.

Initial Measurement

Property, plant and equipment is initially recognised when future benefits are probable and the cost or fair value can be determined reliably.

The cost of an item of property, plant and equipment comprises its purchase price, including import duties and non-refundable purchase taxes, and any directly attributable costs of bringing the asset to working condition for its intended use. Any trade discounts and rebates are deducted in arriving at the purchase price.

Examples of directly attributable costs are: site preparation, delivery and handling costs and professional fees. The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located is also included in the cost of property, plant and equipment.

The cost of an item of property, plant and equipment acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets was measured at its fair value. If the acquired item could not be measured at its fair value, its cost is measured at the carrying amount of the asset given up.

Subsequent Measurement

The SALB applies the cost model to property, plant and equipment.

Property, plant and equipment, is stated at cost, less accumulated depreciation and accumulated impairment. Subsequent expenditure relating to property, plant and equipment is capitalised if it is probable that future economic benefits or potential service delivery of the assets are enhanced in excess of the original assessed standard of performance. If expenditure only restores the originally assessed standard of performance, it is regarded as repairs and maintenance and is expensed.

Impairment

Where items of property, plant and equipment have been impaired, the carrying value is adjusted by the impairment loss, which is recognised as an expense in the Statement of Financial Performance in the period that the impairment is identified.

Derecognition

Property, plant and equipment is derecognised when there is a disposal or no future economic benefits or service potential are to be derived. The gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying value and is recognised in the statement of financial performance. Depreciation is charged to the statement of financial performance.

Depreciation

Depreciation is calculated on cost, using the straight-line method over the estimated useful lives of the assets. Depreciation only commences when the asset is available for use. The annual depreciation/ amortisation rates are based on the following estimated asset useful lives:-

The useful lives of items of property, plant and equipment have been assessed as follows:

Item	Depreciation method	Average useful life
Machine and equipment	Straight-line	20% (60 months)
Furniture and fixtures	Straight-line	20% (60 months)
Motor vehicles	Straight-line	20% (60 months)
Office equipment	Straight-line	20% (60 months)
IT equipment	Straight-line	33,33% (36 months)
Leasehold improvements	Straight-line	10-20 years

Review of residual values

The residual values of property, plant and equipment are reviewed on an annual basis.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.6 Property, plant and equipment (continued)

Review of useful lives

The useful lives of property, plant and equipment are reviewed on an annual basis.

Review of depreciation method

The depreciation method is reviewed on an annual basis.

Impairment of cash and non-cash generating assets

Property, plant and equipment will be assessed at each reporting date for any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated. The impairment charged to the statement of financial performance represents the excess of the carrying value over the recoverable amount of the asset.

An impairment is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined had no impairment been recognised. A reversal of the impairment is recognised in the statement of financial performance. .

1.7 Intangible assets

An intangible asset is an identifiable non-monetary asset without physical substance. Intangible assets are initially recognised at cost. The SALB applies the cost model to intangible assets, and fair value where an asset is acquired at no nominal cost.

Production costs that are directly attributable to bringing the intangible asset to a working condition for its intended use such as staff costs are capitalized to the respective intangible asset.

Intangible assets are stated at cost, less accumulated amortisation and accumulated impairment where applicable. The recoverable amount of an asset is the greater of its value in use and its fair value less costs to sell. For the purpose of impairment testing, the condition of the asset is evaluated to ascertain its value in use. Where the asset is damaged beyond repair, the fair value of the asset is its scrap value.

Derecognition

Intangible Assets are derecognised when there is a disposal or no future economic benefits or service potential are to be derived. The amortisation period and the amortisation method for intangible assets are reviewed at each reporting period date if there are indicators present that there is a change from the previous estimate.

Amortisation is provided to write down the intangible assets, on a straight-line basis, as follows:

Item	Depreciation method	Average useful life
SALB Website	Straight-line	33,33%(36 months)
Computer software	Straight-line	33,33% (36 months)
Braille Production Inhouse Masterfile	Straight-line	Indefinite
Braille Production Supplier Masterfile	Straight-line	Indefinite
Audio Supplier Masterfile	Straight-line	Indefinite
Audio Production Inhouse Masterfile	Straight-line	Indefinite

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.8 Financial instruments

Financial instruments are recognised when the SALB becomes a party to the contractual provisions of the instrument, and are initially measured at fair value plus, in the case of a financial asset or liability not at fair value through the statement of financial performance, transaction costs that are directly attributable to the acquisition or issue of the financial asset or liability. The subsequent measurement of financial instruments is dealt with as follows:

Financial assets are derecognised when the rights to receive cash flows from the assets have expired or have been transferred, and the SALB has transferred substantially all risks and rewards of ownership, or when the SALB loses control of contractual rights that comprise the assets. Financial liabilities are derecognised when the obligation specified in the contract is discharged or cancelled or when it expires.

Financial assets

The SALB classifies its financial assets according to the following categories:

1. Held to maturity
2. Loans and receivables

The classification depends on the purpose for which the financial asset is acquired, and is as follows:

Held-to-maturity investments are financial assets with fixed or determinable payments and fixed maturity, where the SALB has the positive intent and ability to hold the investment to maturity. They are subsequently measured at amortised cost, using the effective interest rate method. Any adjustment is recorded in the statement of financial performance in the period in which it arises.

Loans and receivables are financial assets that are created by providing money, goods or services directly to a debtor. They are subsequently measured at amortised cost, using the effective interest rate method. Any adjustment is recorded in the statement of financial performance in the period in which it arises.

An assessment is performed at each statement of financial position date to determine whether objective evidence exists that a financial asset is impaired. The carrying amounts of cash investments are reduced to recognise any decline, in the value of individual investments. This reduction in carrying value is recognised in the statement of financial performance. Financial assets consist of:

Cash and cash equivalents

Cash comprises cash on hand and demand deposits.

Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Cash equivalents are held for the purpose of meeting short-term cash commitments rather than for investment or other purposes.

Cash and cash equivalents comprise bank balances, cash on hand, deposits held at call with banks and other short-term highly liquid investments with original maturities of three months or less which are available on demand.

Cash includes cash on hand and cash with banks. Cash equivalents are short-term highly liquid investments that are held with registered banking institutions with maturities of three months or less and are subject to an insignificant risk of change in value. For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand and deposits held on call with banks / financial institutions.

Trade and other receivables

Trade and other receivables are initially recognised at fair value. Bad debts are written off in the year in which they are identified as irrecoverable. Amounts receivable within 12 months from the reporting date are classified as current. A provision for impairment of other receivables is established when there is objective evidence that the SALB will not be able to collect all amounts due according to the original terms of receivables. An estimate is made for doubtful debts based on past default experience of all outstanding amounts at year-end.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.8 Financial instruments (continued)

Prepayments

A prepayment is recognised when a payment is made in advance of the goods or services being received in accordance with the agreement/condition under which the advance is received.

Financial liabilities

The SALB measures all financial liabilities, including trade and other payables, at amortised costs, using the effective interest rate method (excluding provisions). Amounts payable within 12 months from the reporting date are classified as current. Financial liabilities consist of:

Trade and other payables

Trade payables are initially measured at fair value and are subsequently measured at amortised cost using the effective interest rate method.

1.9 Taxation

As from 1 April 2005, the SALB was deregistered as a value added tax (VAT) vendor due to changes in the VAT Act. The SALB is further exempted from the payment of income tax due to its non-profit organisation status.

1.10 Leases

Leases are classified as finance leases where substantially all the risks and rewards associated with ownership of an asset are transferred to SALB. Assets subject to finance lease agreements are capitalised at their cash cost equivalent and the corresponding liabilities are raised. The cost of the item of property, plant and equipment is depreciated at appropriate rates on the straight-line basis over its estimated useful life. Lease payments are allocated between the lease finance cost and the capital repayment using the effective interest rate method. Lease finance costs are expensed when incurred. Operating leases are those leases that do not fall within the scope of the above definition. Payments made under operating leases are charged to the statement of financial performance on a straight-line basis over the term of the relevant lease.

1.11 Inventories

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, then their costs are their fair value as at the date of acquisition. Subsequently inventories are measured at the lower of cost and net realisable value.

Inventories are measured at the lower of cost and current replacement cost where they are held for;

-distribution at no charge or for a nominal charge; or

-consumption in the production process of goods to be distributed at no charge or for a nominal charge.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition.

The issuing of inventory is calculated using the first-in, first-out method. Obsolete, redundant and slow-moving inventories are identified on a regular basis and are written down to their estimated replacement values.

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South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.12 Cash and cash equivalents

Cash comprises cash on hand and demand deposits.

Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Cash equivalents are held for the purpose of meeting short-term cash commitments rather than for investment or other purposes.

Cash and cash equivalents comprise bank balances, cash on hand, deposits held at call with banks and other short-term highly liquid investments with original maturities of three months or less which are available on demand.

Some equity investments are included in cash equivalents when they are, in substance, cash equivalents.

Bank overdrafts which are repayable on demand forms an integral part of the entity's cash management activities, and as such are included as a component of cash and cash equivalents.

1.13 Impairment of cash-generating assets

Cash-generating assets are assets used with the objective of generating a commercial return. Commercial return means that positive cash flows are expected to be significantly higher than the cost of the asset.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

A cash-generating unit is the smallest identifiable group of assets used with the objective of generating a commercial return that generates cash inflows from continuing use that are largely independent of the cash inflows from other assets or groups of assets.

Costs of disposal are incremental costs directly attributable to the disposal of an asset, excluding finance costs and income tax expense.

Depreciation (Amortisation) is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Recoverable amount of an asset or a cash-generating unit is the higher its fair value less costs to sell and its value in use.

Useful life is either:

- the period of time over which an asset is expected to be used by the entity; or
- the number of production or similar units expected to be obtained from the asset by the entity.

1.14 Employee benefits

Defined contribution plans

A defined contribution plan is a plan under which the organisation pays fixed contributions into a separate entity. The organisation has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employees the benefits relating to service in the current or prior periods.

The organisation's contributions to the defined contribution funds are established in terms of the rules governing those plans. Contributions are recognised in the statement of financial performance in the period in which the service is rendered by the relevant employees. The organisation has no further payment obligations once the contributions have been paid.

Defined benefit plans

A defined benefit plan is a post-retirement benefit plan other than a defined contribution plan.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.14 Employee benefits (continued)

Post-retirement health care benefits:

The SALB has an obligation to provide post-retirement health care benefits only to its current retirees. According to the rules of the Medical Aid Fund, with which the SALB is associated, an active retired member (who was on the conditions of service when it was applicable), on retirement, is entitled to remain a continued member of the Medical Aid Fund, in which case the SALB is liable for a two thirds portion of the medical aid membership fee (this applies only to the main member, and excludes dependents).

The defined benefit liability is the aggregate of the present value of the defined benefit obligation and unrecognised actuarial gains and losses, reduced by unrecognised past service costs. The plan is unfunded. The present value of the defined benefit obligation is calculated using the projected unit credit method, incorporating actuarial assumptions and a discount rate based on the government bond rate. Valuations of these obligations are carried out every two to three years by independent qualified actuaries.

Actuarial gains or losses are accounted for in the statement of financial performance in full in the year in which it occurs.

Short-term employee benefits

The cost of all short-term employee benefits, such as leave pay, is recognised during the period in which the employee renders the related service (such as paid vacation leave and sick leave, bonuses and non-monetary benefits such as medical care).

The expected cost of surplus sharing and bonus payments is recognised as an expense when there is a legal or constructive obligation to make such payments as a result of past performance.

1.15 Provisions and contingencies

Provisions are recognised when the SALB has a present obligation (legal or constructive) as a result of past events, and it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation. Provisions are reviewed at the statement of financial position reporting date and adjusted to reflect the current best estimate.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date. Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation. The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability. Where discounting is used, the carrying amount of a provision increases in each period to reflect the passage of time. This increase is recognised as an interest expense.

Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

Contingent assets are recorded in the notes to the financial statements when a possible asset arise from past events, and whose existence will be confirmed by the occurrence or non- occurrence of one or more uncertain future events not within the control of the institution.

A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Library or a present obligation that arises from past events but is not recognised because it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation, the amount of the obligation cannot be measured with sufficient reliability. Contingent assets and contingent liabilities are not recognised but disclosed in the notes to the financial statements.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.16 Commitments

Commitments are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the notes to the annual financial statements. Commitments represent goods/services that have been ordered, but no delivery has taken place at the reporting date. Items are classified as commitments when an entity has committed itself to future transactions that will normally result in the outflow of cash. Commitments for which disclosure is necessary to achieve a fair presentation should be disclosed in a note to the financial statements, if both the following criteria are met:

- Contracts should be non-cancellable or only cancellable at significant cost; and
- Contracts should relate to something other than the routine, steady, state business of the entity.

Approved and Contracted Commitments: Where the expenditure has been approved and the contract has been awarded at the reporting date.

1.17 Revenue from exchange transactions

Revenue is recognised only when:

- It is probable that economic benefits or service potential will flow to the SALB; and
- It can be measured reliably

Revenue is measured at the fair value of the consideration received or receivable.

SALB does not as a rule charge fees to its readers. Where work is done for institutions, a fee is calculated on the cost of producing the required material and is dependent on a variety of cost factors. Interest income is accrued on a time proportion basis, taking into account the principal outstanding.

Interest Income

Interest is recognised using the effective interest rate method for financial instruments, and using the nominal interest rate method for statutory receivables. Interest levied on transactions arising from exchange or non-exchange transactions is classified based on the nature of the underlying transaction.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.18 Revenue from non-exchange transactions

Revenue is recognised only when an inflow of resources from a non-exchange transaction recognised as an asset and measured at the amount equal to the increase in net assets.

Revenue from non-exchange transactions consists of;

1. Transfer and Subsidy payments from the Department of Sport, Art and Culture (DSAC).
2. Conditional Grants
3. Donations and Gifts

An inflow of resources from a non-exchange transaction recognised as an asset is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow

As the entity satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Conditional Grants and Receipts

Government conditional grants are recorded as a liability when they become receivable/allocated and are then recognised as income on a systematic basis over the periods necessary to match the grants with the related/deemed costs, which they are intended to compensate.

Income received from conditional grants, donations and subsidies are recognised to the extent that the SALB has complied with any of the criteria, conditions or obligations embodied in the agreement. To the extent that the criteria, conditions or obligations have not been met, a liability is recognised and funds invested until it is utilised. Interest earned on the investment is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor.

Grants and receipts of a revenue nature

Income is transferred to the statement of financial performance as revenue to the extent that the criteria, conditions or obligations have been met.

In determining whether a stipulation is a condition or a restriction, the SALB considers whether a requirement to return the asset is enforceable and would be enforced by the transferor. If the transferor could not enforce a requirement to return the asset, or if past experience of the transferor indicates that the transferor never enforces the requirement to return the transferred asset, then the SALB concludes that the stipulation has the form but not the substance of a condition and is therefore a restriction. Where the SALB has no experience with the transferor, or has not previously breached stipulations that would prompt the transferor to decide whether to enforce a return of the asset, it would assume that the transferor would enforce the stipulation.

Donations and bequests

Gifts and donations, including goods in kind, are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the entity and the fair value of the assets can be measured reliably.

1.19 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is expenditure that was made in vain and would have been avoided had reasonable care been exercised. Fruitless and wasteful expenditure is accounted for as expenditure in the statement of financial performance and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Significant Accounting Policies

1.20 Irregular expenditure

Irregular expenditure is expenditure that is contrary to the PFMA (Act 1 of 1999) or is in contravention of the SALB's supply chain management policies. Irregular expenditure is accounted for as expenditure in the statement of financial performance and where recovered, it is subsequently accounted for as revenue in the statement of financial performance. Expenditure incurred due to non-compliance with laws and regulations.

1.21 Segment information

The objective of segment reporting is to provide information about the specific operational objectives and major activities of an entity as well as the resources devoted to and costs of these objectives and activities. Management has identified the following services to be reported on as segments: SALB Information Services, Audio Production and Braille Production (incorporating Braille Consultancy). These three services are the core sections of SALB and meet the criteria set out to be disclosed as a reportable segment. The other services are more administrative in nature and will thus form part of the unallocated/central total. Furthermore, only expenditure and specific sectional production assets is reported separately and reviewed for each of these segments, while revenue and liabilities are reported at the consolidated SALB level.

1.22 Related parties

Individuals as well as their close family members, and/or entities are related parties if one party has the ability, directly or indirectly, to control or jointly control the other party or exercise significant influence over the other party in making financial and/or operating decisions. Key management personnel are defined as the CEO & Chief Financial Officer (CFO). There are other personnel reporting directly to the CEO or as designated by the CEO; however, do not have significant authority.

1.23 Events after reporting date

Events after the reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the annual financial statements are authorised for issue. Two types of events can be identified:

1. Those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
2. Those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

The SALB will adjust the amounts recognised in the annual financial statements to reflect adjusting events after the reporting date once the event occurred. The SALB will disclose the nature of the event and an estimate of its financial effect, or a statement that such estimate cannot be made in respect of all material non-adjusting events, where non-disclosure could influence the economic decisions of users taken on the basis of the annual financial statements.

Legislation

The South African Library for the Blind is governed by a board appointed by the Minister of Sport, Arts and Culture, in terms of the South African Library for the Blind Act (Act 91 of 1998). As a partly state-funded institution, its financial affairs are subject to the controls and oversight measures implemented in respect of the public sector and public entities by the provisions of the Public Finance Management Act (PFMA) (Act 1 of 1999) and Treasury Regulations and is classified as a Schedule 3A Public Entity.

1.24 Services-in kind

The entity recognises services in-kind that are significant to its operations and/or would otherwise have been purchased if not provided. These are recognised as revenue and corresponding expenses where fair value can be reliably measured. In-kind services include the rent-free use of premises provided under a lease agreement between the Department of Public Works and Infrastructure (DPWI) and the Department of Sport, Arts and Culture (DSAC), where no rental is charged to the South African Library for the Blind (SALB).

The fair value of the rent-free use of premises is based on the average commercial rental rate per square metre for similar government-owned properties in the Eastern Cape, as advised by DPWI, multiplied by the occupied space.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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2. New standards and interpretations

2.1 Standards and interpretations effective and adopted in the current year

There are no new standards and interpretations that the entity adopted in the current financial year.

2.2 Standards and Interpretations early adopted

There are no standards and interpretations that have been adopted early by the entity in the current financial year.

2.3 Standards and interpretations issued, but not yet effective

The entity has not applied the following standards and interpretations, which have been published and are mandatory for the entity's accounting periods beginning on or after 01 April 2025 or later periods:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
- GRAP 106 Transfer of Functions Between Entities Not Under Common Control - GRAP 106 Transfer of Functions Between Entities Not Under Common Control - GRAP 104 Financial Instruments - GRAP 105 Transfer of Functions Between Entities Under Common Control	Unknown Unknown 01 April 2025 Unknown	Unlikely there will be a material impact Unlikely there will be a material impact Unlikely there will be a material impact Unlikely there will be a material impact
- GRAP 2023 Improvements to the Standards of GRAP 2023 - GRAP 1 (amended): Presentation of Financial Statements (Going Concern)	Unknown Unknown	Unlikely there will be a material impact Unlikely there will be a material impact
GRAP 103 (as revised): Heritage Assets	Unknown	Unlikely there will be a material impact

2.4 Standards and interpretations not yet effective or relevant

Not applicable.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

As at 31 March 2025

2024
R '000

2025
R '000

3. Property, plant and equipment

	2025		2024	
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Cost / Valuation	Accumulated depreciation and accumulated impairment
Furniture and fixtures	1 672	(1 296)	375	(1 164)
Motor vehicles	613	(315)	298	(240)
Office equipment	4 441	(2 398)	2043	(1 900)
IT equipment	4 622	(3 946)	676	(3 599)
Leasehold improvements	750	-	750	-
Machinery and other equipment	1 513	(1 513)	0	(1 513)
Total	13 611	(9 468)	4 143	(8 416)
			11 026	2 610

Leasehold improvements are capitalised and stated at cost, net of accumulated depreciation and accumulated impairment losses. In accordance with Standard of GRAP 17 – Property, Plant and Equipment, significant components of leasehold improvements that have different useful lives or patterns of consumption of economic benefits or service potential are depreciated separately.

The estimated useful lives of the major components of leasehold improvements are as follows:

Toilet facilities for persons with disabilities – 20 years

Security electrical fencing – 10 years

Security access doors – 10 years

Car parking shade-10 years

Depreciation is charged on a straight-line basis over the asset's estimated useful life.

Depreciation on leasehold improvements has not yet commenced as at year-end, as the assets have not been brought into use. In accordance with GRAP 17, depreciation begins only when an asset is available for use .

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

As at 31 March 2025

3. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment - 2025

	Opening balance	Additions	Depreciation	Total
Furniture and fixtures	134	374	(132)	375
Motor vehicles	373	-	(75)	298
Office equipment	1 453	1 088	(498)	2 043
IT equipment	650	373	(347)	375
Leasehold improvements	-	750	-	750
	2 610	2 584	(1 005)	4 143

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

As at 31 March 2025

3. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment - 2024

	Opening balance	Additions	Disposals	Prior period error	Depreciation	Impairment reversal	Total
Furniture and fixtures	156	-	-	(24)	(46)	-	134
Motor vehicles	4	373	-	-	(4)	-	373
Office equipment	1 004	600	-	474	(310)	(316)	1 453
IT equipment	384	1 011	(21)	(728)	(334)	338	650
Other property, plant and equipment	64	-	-	(34)	(30)	-	-
	1 612	1 984	(21)	(264)	(724)	22	2 610

Leasehold improvements

Leasehold improvements	750	-
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South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

As at 31 March 2025

4. Intangible assets

	2025		2024	
	Cost / Valuation	Accumulated amortisation and accumulated impairment	Cost / Valuation	Accumulated amortisation and accumulated impairment
Website and Mobile App - WIP	426	-	426	-
Computer software, other	593	(520)	73	(484)
Braille Production Inhouse Masterfile	38 769	-	38 769	-
Braille Production Supplier Masterfile	5 273	-	5 273	-
Audio Supplier Masterfile	16 200	-	16 200	-
Audio Production Inhouse Masterfile	47 143	-	47 143	-
Total	108 404	(520)	107 884	(484)
			102 340	101 856

Reconciliation of intangible assets - 2025

	Opening balance	Additions	Additions through transfer of functions / mergers	Amortisation	Total
Brand names	-	426	-	-	426
Software/Licenses	109	-	-	(36)	73
Braille Production Inhouse Masterfile	37 675	-	1 094	-	38 769
Braille Production Supplier Masterfile	3 539	-	1 734	-	5 273
Audio Supplier Masterfile	14 756	-	1 444	-	16 200
Audio Production Inhouse Masterfile	45 777	-	1 366	-	47 143
	101 856	426	5 638	(36)	107 884

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

As at 31 March 2025

4. Intangible assets (continued)

Reconciliation of intangible assets - 2024

	Opening balance	Additions	Amortisation	Total
Computer software, other	2	109	(2)	109
Braille Production Inhouse Masterfile	34 361	3 314	-	37 675
Braille Production Supplier Masterfile	3 539	-	-	3 539
Audio Supplier Masterfile	14 756	-	-	14 756
Audio Production Inhouse Masterfile	43 161	2 616	-	45 777
	95 819	6 039	(2)	101 856

Intangible assets in the process of being constructed or developed

Cumulative expenditure recognised in the carrying value of Intangible assets

Website and mobile app	426	-
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The website and mobile application are recognised as intangible assets under development. These assets are still in the development phase and have not yet been brought into use. In line with GRAP 31, amortisation will commence only when the assets are available for use—i.e., when they are in the condition necessary to operate as intended by management. As at year-end, no amortisation has been recognised.

5. Payables from exchange transactions

Trade payables	1 517	935
13th cheque accrual	613	560
	2 130	1 495

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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6. Employee benefit obligations

The amounts recognised in the statement of financial position are as follows:

Carrying value

Present value of the defined benefit obligation	(94)	-
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The current portion of the post-retirement represents the payments relating to medical aid that are payable within a period of 12 months.

7. Inventories

Braille Paper	66	-
Mega Voice Devices	2 102	3 144
Daisy Players	2 241	2 314
	4 409	5 458

8. Receivables from exchange transactions

Trade debtors	9	32
Accrued Interest	-	27
	9	59

9. Receivables from non-exchange transactions

Government grants and subsidies	4 642	171
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10. Cash and cash equivalents

Cash and cash equivalents consist of:

Cash float	48	48
Bank balances	2 581	2 822
Call Account	1 074	7 001
SA Reserve Bank	102	5 724
	3 805	15 595

11. Payables from non-exchange transactions

Unspent conditional grants and receipts comprises of:

Unspent Conditional Grants	5 335	7 072
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South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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11. Payables from non-exchange transactions (continued)

Year ended 31 March 2025

Grants	Balance unspent at	Conditions met	Current year receipts	Transfers to receivable	Conditions still to be met
	the beginning of the period	transferred to revenue			at the end of the period
Kwazulu Natal Library project	1 137	(1 688)	1 953	-	1 402
Mpumalanga Library project	463	(2 049)	-	1 586	-
Eastern Cape Library project	(37)	(2 900)	2 500	437	-
Western Cape Library project	1 018	(1 546)	1 500	-	972
North West Library project	131	(1 384)	1 400	-	147
Northern Cape Library project	(134)	(1 578)	1 000	712	-
Free State Library project	449	(1 255)	1 500	-	694
Gauteng Library project	1 735	(2 839)	2 000	-	896
Limpopo Library project	436	(1 224)	1 000	-	212
Total	5 198	(16 463)	12 853	2 735	4 323
DSAC CLS Grant	-	(6 223)	4 316	1 907	-
DSAC-Capital project	1 703	(778)	87	-	1 012
	6 901	(23 464)	17 256	4 642	5 335

Year ended 31 March 2024

Grants	Balance unspent at	Conditions met	Current year receipts	Transfers to receivables	Conditions still to be met
	the beginning of the period	transferred to revenue			at the end of the period
Kwazulu Natal Library project	569	(722)	1 290	-	1 137
Mpumalanga Library project	629	(1 915)	1 749	-	463
Eastern Cape Library project	(197)	(1 841)	2 001	37	-
Western Cape Library project	526	(808)	1 300	-	1 018
North West Library project	(2)	(1 067)	1 200	-	131
Northern Cape Library project	472	(1 606)	1 000	134	-
Free State Library project	411	(962)	1 000	-	449
Gauteng Library project	1 618	(1 883)	2 000	-	1 735
Limpopo Library project	772	(936)	600	-	436
DSAC Conditional Grant (Capital project)	-	(384)	2 087	-	1 703
	4 798	(12 124)	14 227	171	7 072

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000	
12. Provisions			
Reconciliation of provisions - 2025			
	Opening Balance	Movement during 2025	Total
Leave Provision	1 549	(359)	1 190
Post retirement benefit	784	7	791
	2 333	(352)	1 981
Non-current liabilities		791	784
Current liabilities		1 190	1 549
		1 981	2 333

Post retirement benefit

The provision for post-retirement medical aid benefits relates to the employer's obligation to provide continued medical aid contributions for two eligible retired employees. This benefit is classified as a long-term employee benefit in accordance with the requirements of GRAP 19 – Provisions, Contingent Liabilities and Contingent Assets.

The liability has been actuarially valued as at 31 March 2025 by an independent qualified actuary. The valuation includes the calculation of the present value of the expected future benefit payments, as well as actuarial gains and losses arising from changes in assumptions and experience adjustments.

Key Assumptions: Financial Assumptions

The valuation was based on the following financial assumptions:

Consumer Price Inflation (CPI): 5.40%

Health Cost Inflation (CPI +2%): 7.40%

Discount Rate: 10.60%

Real Discount Rate: 2.98%

The increase in the real discount rate from 2.64% to 2.98% has contributed to a decrease in the present value of the liability, as detailed in Section 4.4 of the actuarial report. It is assumed that all future medical scheme contribution increases will occur on 1 January each year.

Demographic and Mortality Assumptions

It is assumed that both covered employees will remain on their current medical scheme option into the future.

The post-retirement mortality assumptions used in the valuation are as follows:

Post-retirement mortality: PA(90) - 2 with a 1% annual improvement from 2006

These assumptions are consistent with those used in the previous valuation.

The accrued liability is expected to decrease by R6,000 to 31 March 2026

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
13. Operating leases		
Leased storage facility		
Contractual amounts	-	94
Printing equipment		
Contractual amounts	140	106
	140	200

Heading	Within 1 year	Between 1 and 2 years	Total
Printing equipment	140	-	140

14. Other revenue

Other income	78	99
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15. Government grants & subsidies

Operating grants

DSAC Subsidy	25 649	25 800
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Capital grants

Government Grants-Conditional Grants	22 686	11 740
DSAC Capital Project Grant	777	384
Refer to note 11	23 463	12 124
	49 112	37 924

16. Sponsorships and donations

Public contributions and donations	903	893
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17. Employee related costs

Earnings	7 470	7 230
Movement in 13th Cheque provision	-	53
Medical aid	1 768	2 000
Unemployment Insurance Fund	275	416
Workmen's Compensation	53	42
Employee Tax	5 597	4 310
Leave	425	-
Pension	3 269	2 703
	18 857	16 754

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
18. Administrative expenditure		
General Administrative Expenses	980	932
Insurance	201	175
Water and Electricity	600	1 101
General Subscriptions	347	325
Board and corporate governance	796	1 046
Legal Fees	58	3
Stationery and Printing	94	130
Bank Charges	97	69
Staff Training and Development	557	418
	3 730	4 199
19. Depreciation and amortisation		
Property, plant and equipment	1 004	722
Intangible assets	36	2
	1 040	724
20. Auditors' remuneration		
External Audit	995	727
Internal Audit	184	184
	1 179	911
21. General expenses		
Auditors remuneration	1 179	911
Cleaning	61	43
Consulting and professional fees	348	92
Entertainment	2	-
IT expenses	535	239
Magazines, books and periodicals	11	45
Fuel and oil	29	181
Productions	1 042	2 386
Postage and courier	21	18
Repairs and maintenance	450	189
Security	10	10
Telephone and fax	93	97
Travel	278	454
Licenses	576	339
Tactile Expense	3	6
Project Expenses (refer to note 10)	21 070	11 745
Project Expenses: Josie Wood Trust	194	661
Custom & Clearance	-	374
Service-in-kind expense (Building)	4 273	4 273
	30 175	22 063

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
22. Cash (used in) generated from operations		
Surplus	1 258	343
Adjustments for:		
Depreciation and amortisation	1040	724
Gain on sale of assets and liabilities	-	2
Actuarial Gain(Loss)	101	-
Bad debts written off	31	-
Movements in retirement benefit assets and liabilities	94	-
Movements in provisions	(352)	-
Movement in 13th cheque accrual	53	-
Leave paid expenses	263	-
Inventory adjustment	73	431
Changes in working capital:		
Inventories	1 049	1 742
Receivables from exchange transactions	50	(57)
Other receivables from non-exchange transactions	(4 471)	(171)
Prepayments	(480)	-
Payables from exchange transactions	634	126
Payables from non-exchange transactions	(1 737)	2 273
23. Operating surplus		
Operating surplus for the year is stated after accounting for the following:		
Operating lease charges		
Premises		
• Contractual amounts	-	94
Equipment		
• Contractual amounts	140	106
	140	200
Loss on sale of property, plant and equipment	-	(2)
Amortisation of intangible assets	36	2
Depreciation on property, plant and equipment	1 004	722
Employee costs	18 857	16 754
	19 897	17 476

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
24. Commitments		
Total commitments		
Total commitments		
Authorised capital commitments	988	-
	988	-

Commitments represent contractual obligations entered into before year-end for which goods or services have not yet been received, and therefore no liability has been recognised.

The entity has both capital and operational commitments. These include but are not limited to contracts with travel agents for official travel, lease agreements and solar system installation project.

	2025			
Approved and contracted	988			
Aging of commitments	Within 1 year	Between 1 and 2 years	Between 2 and 5 years	Total
Capital Commitments	988	-	-	988

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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25. Related parties

The SA Library for the Blind recognises the following persons and/or institutions as related parties: SALB Senior Managers and their close family members; The National Department of Sport, Arts and Culture (DSAC) and Public Entities, as well as Provincial Departments under their control.

Relationships

Controlling entity	National Department of Sport, Arts and Culture Refer to note
Entities controlled by a related party	Department of Sports, Arts and Culture provincial departments
Board Members	Mr X. Yekani (Chairperson) Ms M Kganedi -Deputy Chairperson Dr T Mosala Mr R Maboe Ms K Dubazana Ms D Maraka Mr K Govender Dr H Mphidi Mr M Buthelezi

Related party balances

Accounts receivable from non-exchange transactions	4 642	171
Accounts payable from non-exchange transactions	(5 335)	(7 072)
	(693)	(6 901)

For unspent conditional grants, refer to notes 9 and 11.

Related party transactions

Transfer Revenue

DSAC Operating Grant	25 649	25 800
DSAC/Provincial grants-Conditional Grants	23 463	12 124
Services in kind-Department of Public Works-(Note 36)	4 273	4 273

Refer to note 11; 15 and 36 .

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

2025
R '000

2024
R '000

25. Related parties (continued)

Board Members Remuneration

2025

Name	Board Fees	Total
Mr X Yekani -Chairperson	92	92
Ms M Kganedi -Deputy Chairperson	88	88
Dr T Mosala	92	92
Mr R Maboe	51	51
Ms K Dubazana	62	62
Ms D Maraka	51	51
Mr K Govender	36	36
Dr H Mphidi	63	63
Mr M Buthelezi	88	88
	623	623

2024

Name	Board Fees	Total
Mr X Yekani -Chairperson	164	164
Ms M Kganedi -Deputy Chairperson	123	123
Dr T Mosala	43	43
Mr R Maboe	46	46
Ms K Dubazana	23	23
Ms D Maraka	165	165
Mr K Govender	32	32
Dr H Mphidi	101	101
Mr M Buthelezi	92	92
	789	789

South African Library for the Blind

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Notes to the Annual Financial Statements

Executive Management Remuneration

2025	Pensionable salary	Non-pensionable salary	Bonus	Housing allowance	Other Employer contributions	Acting Allowance	Totals
Chief Executive Officer	1 013	412	84	18	169	-	1 696
Chief Financial Officer (from July 2024)	570	229	5	14	95	-	913
Senior Production Manager (Acting CFO- Apr- Jul 24)	609	228	51	18	130	47	1 083
Senior Manager Human Resources	609	289	85	18	102	-	1 103
Senior Manager LIS (from Sept 2024)	342	94	-	10	57	-	503
Senior Manager LIS (April 2024)	51	103	-	2	13	-	169
Senior Manager IT	609	240	21	18	102	-	990
	3 803	1 595	246	98	668	47	6 457

2024	Pensionable salary	Non-pensionable salary	Bonus	Housing allowance	Other Employer contributions	Acting Allowance	Totals
Chief Executive Officer	1013	307	63	18	169	-	1 570
Chief Financial Officer (until July 2023)	253	67	37	6	62	-	425
Senior Production Manager (Acting CFO- July- Apr 24)	604	96	51	18	144	171	1 084
Senior Manager Human Resources	421	113	25	9	98	-	666
Senior Manager LIS	605	195	51	18	146	-	1 015
Senior Manager IT	146	32	-	4	24	-	206
	3 042	810	227	73	643	171	4 966

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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26. Prior period errors

Error 1: Property, Plant and Equipment

During the current financial year, the South African Library for the Blind (SALB) identified prior period errors relating to the accounting and classification of Property, Plant and Equipment (PPE). These errors arose from the following:

a. Depreciation Miscalculation:

Depreciation was incorrectly calculated in prior periods due to the use of inaccurate remaining useful lives for certain assets. This resulted in an overstatement of accumulated depreciation and carrying amounts.

b. Unrecorded Assets:

During asset verification, SALB discovered assets that were previously not part of the asset register and not included in the prior year financial statements. These assets were omitted from the prior year's valuation of PPE. The assets have since been incorporated into the asset register and recognised on the annual financial statements to correct the error.

c. Reclassification of Asset Classes:

Certain assets were misclassified between asset classes. These misclassifications have now been corrected to reflect the appropriate asset categories.

Due to the unavailability of detailed and reliable historical data for periods preceding the comparative year, it was impracticable to determine the full cumulative effect of these errors on earlier reporting periods. As a result, the errors have been corrected by restating the opening balances as at 31 March 2024, in accordance with GRAP 3: Accounting Policies, Changes in Accounting Estimates and Errors.

Refer to the impact of the correction on the opening balances of the comparative period below.

d. Accounting policy error

In the prior financial years, the accounting policy note for property, plant and equipment has been incorrectly disclosed in the financial statements as 16.67% (72 months) instead of 20% (60 months). The depreciation estimated useful life has been correctly applied in the previous financial years in the calculation of the depreciation amount 20% (60 months). Therefore, the error is on the disclosure of the accounting policy and not the calculation of the depreciation.

This error has no effect on the financial statements.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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26. Prior period errors (continued)

Error 2: Conditional Grants

In previous years, the balance of conditional grants was disclosed on a net basis, offsetting grant receivables and unspent grant liabilities. This treatment was inconsistent with the requirements of GRAP 1 (Presentation of Financial Statements) and GRAP 23 (Revenue from Non-Exchange Transactions), which require receivables and liabilities to be presented separately and not offset, unless specifically permitted.

To correct this, conditional grants that were receivable as at 31 March 2024 have now been reclassified and presented separately under Receivables from Non-Exchange Transactions in the statement of financial position, rather than being netted off against unspent grant balances

Refer to the impact of the correction on the opening balances of the comparative period below.

Error 3: Other income

In the prior years, the audio and braille production income earned through minor sales have been incorrectly classified as sponsorships and donations. This is incorrect as the audio and braille income earned is through exchange transactions and not through non-exchange transactions. This has been corrected through reclassification of the income to revenue from exchange transactions-other income.

Refer to the impact of the correction on the opening balances of the comparative period below.

Error 4: Creditors opening balance adjustment

The 2024 creditors' balance was netted off against the opening balance adjustment amount of R390 277.41. This balance was carried over from previous financial years. This resulted in the understatement of the creditors' balance in the previous year. The error has been corrected by writing off the opening balance adjustment to accumulated funds.

Refer to the impact of the correction on the opening balances of the comparative period below.

Error 5: Inventory

During a stock count conducted in the current year, we have noted that there is more inventory on hand than in the current year than there was in the prior year, however, we did not purchase any new inventory in the current financial year, implying that the inventory belongs to the previous year. Therefore, the prior year inventory was understated by an amount of R 433 717.06.

Refer to the impact of the correction on the opening balances of the comparative period below.

Error 6: Opening balance accumulated funds 1 April 2023

During the current financial year, the entity identified prior period errors that impacted the opening balance of accumulated funds. These errors resulted from historical misstatements that could not be attributed to specific transactions or periods, making it impractical to allocate them precisely within the comparative year ended 31 March 2023.

In accordance with GRAP 3, the entity has restated the opening balance of accumulated funds in the comparative year to correct these errors.

Error 7: Services in kind:

SALB has adjusted the prior year to include the services in kind in respect of a building rental which is owned by DPW amounting to 4 273. The impact on the Statement of Performance is disclosed below.

Refer to the impact of the correction on the opening balances of the comparative period below

Statement of Financial Position

Error 1: Property, plant and equipment	(264)
Error 1: Accumulated Surplus	264
Error 2: Receivables from non-exchange transactions	171
Error 2: Payables from non-exchange transactions	(171)
Error 4: Payables from exchange transactions	(398)
Error 4: Accumulated surplus	398
Error 5: Inventory	434
Error 5: Accumulated Surplus	(434)

South African Library for the Blind

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Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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26. Prior period errors (continued)

Statement of Financial Performance

Error 7: Revenue from Non-Exchange (services in kind)	4 273
Error 7: General Expenses (services in kind)	(4 273)

Error 3: Other income	63
Error 3: Sponsorships and donations	(63)

Statement of Changes in Net Assets

Error 6: Opening balance 1 April 2023	44
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Prior period error reconciliation

	Prior year audited AFS	Restatement	Restated Amount
Error 1: Property, plant and equipment	2 346	(264)	2 610
Error 2: Receivables from non-exchange transactions	-	171	171
Error 2: Payables from non-exchange transactions	6 901	171	7 072
Error 4: Payables from exchange transactions	1 097	398	1 495
Error 5: Inventory	5 024	434	5 458
Error 3: Other income	36	63	99
Error 3: Sponsorships and donations	956	(63)	893
Error 6: Opening balance 1 April 2023	114 735	44	114 691
Error 7: Revenue from Non Exchange	-	4 273	4 273
Error 7: General Expenses	17 790	4 273	22 063

27. Risk management

Cash and Cash Equivalents

Management evaluates credit risk on an ongoing basis. Factors such as past experience, payment history, the relationship with the debtor/customer and agreements are taken into consideration.

Liquidity risk

The Entity's risk to liquidity is a result of the funds available to cover future commitments. Management evaluates liquidity risk through an ongoing review of future commitments and credit facilities. Management further manages the risk by monitoring its cash flow requirements. Management is of the opinion that the net carrying value of the liabilities approximate their fair value and that the entity has sufficient resources to settle its short-term liabilities.

	2025	2024
Trade payables	1 519	937
13th cheque accrual	613	560
	2 132	1 497

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

2025 R '000	2024 R '000
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28. Risk management (continued)

Trade receivables

Management evaluates credit risk on an ongoing basis. Factors such as past experience, payment history, the relationship with the debtor/customer and agreements are taken into consideration. No collateral is held for any debtor. Management is of the opinion that debtors disclosed at year-end are fully recoverable.

Market risk

Currency Risk

The library undertakes certain transactions denominated in foreign currencies, either directly through the import of goods and services, or indirectly through the award of contracts to local importers which are priced in foreign currency. These transactions were mainly for playback devices, book titles and spares.

Stringent cash management procedures are in place. These include cash flow forecasting. A sensitivity analysis has not been performed and included as the Library is exposed to foreign exchange risk on a limited basis, as payments to the major foreign suppliers, RNIB and Humanware, are generally made in advance.

Interest rate risk

The current account and the investment account expose the Library to cash flow interest rate risk. Deposits attract interest at a rate that varies according to the prime banking rate / fluctuations in the financial sector/market. The Library manages this interest rate risk by ensuring that all surplus funds are invested in fixed/call rate instruments and by maintaining the minimum possible balance in the current account. The interest rates on the fixed/call deposits are fixed, but vary from investment to investment

Fair value

At 31 March 2025 and 31 March 2024, the carrying values of financial instruments reported in the financial statements approximate their fair value.

Credit risk

Credit risk consists mainly of cash deposits, cash equivalents and debtors. The library only deposits cash with major banks and financial institutions which have high quality credit standing and limits exposure to any one counterparty

Adequate provision has been made for anticipated bad and doubtful debts. Additional information relating to the analysis of debtors is provided for under note 4 to the financial statements. The maximum exposure to credit risk is the cash balance at bank and debtors, which may increase as a result of non-payment by debtors or the bank.

Trade payables

Management evaluates credit risk on an ongoing basis. Factors such as past experience, payment history, the relationship with the supplier/vendors and agreements are taken into consideration. No collateral is held for any supplier. Management is of the opinion that creditors disclosed at year-end are fully payable

Trade Receivables

Management evaluates credit risk on an ongoing basis. Factors such as past experience, payment history, the relationship with the debtor/customer and agreements are taken into consideration. No collateral is held for any debtor. Management is of the opinion that debtors disclosed at year-end are fully recoverable.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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28. Risk management (continued)

Other Financial Assets

Management evaluates credit risk on an ongoing basis. Factors such as past experience, payment history, the relationship with the debtor/customer and agreements are taken into consideration.

Financial Assets carried at Amortised Cost

	2025	2024
Cash and Cash Equivalents	3 805	15 596
Receivables from exchange transactions	9	59
Receivables from non-exchange transactions	4 642	171
	8 456	15 826

Financial Liabilities carried at Amortised Cost

	2025	2024
Payables from exchange transactions	1 519	1 099
Payables from non-exchange transactions	5 335	7 072
	6 854	8 171
	6 854	8 171

29. Going concern

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

The ability of the entity to continue as a going concern is dependent on a number of factors.

30. Events after the reporting date

The entity has assessed events occurring after the reporting date in accordance with the requirements of GRAP 14 – Events After the Reporting Date. As at the date of approval of the financial statements, the South African Library for the Blind (SALB) is not aware of any events arising after 31 March 2025 that would have a material impact on the statement of financial position, statement of financial performance, or cash flow statement.

31. Fruitless and wasteful expenditure

Opening balance as previously reported	7	7
Add: Fruitless and wasteful expenditure identified - current	33	-
Closing balance	40	7

South African Library for the Blind
Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
31. Fruitless and wasteful expenditure (continued)		
Details of fruitless and wasteful expenditure		
Disciplinary steps taken/criminal proceedings	33	-
No show for travel bookings (flights, shuttle and accommodation)		

South African Library for the Blind
Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
32. Irregular expenditure		
Irregular expenditure incurred in the current year		
Incurred in the current year	2 434	2 770
	2 434	2 770

33. Segment information

The South African Library for the Blind (SALB) has identified the following services to be reported on as segments: Library Information Services; Audio Production and Braille Production (incorporating National Braille Advisory Services). These three services are the core sections of SALB and meet the criteria set out to be disclosed as a reportable segment. The other services are more administrative in nature and will thus form part of the unallocated/central total. Furthermore, only expenditure and specific sectional production assets are reported separately and reviewed for each of these segments, whilst revenue and liabilities are all central/unallocated.

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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33. Segment reporting (cont.)

	Library information services	Audio production	Braille production	Total
2024/25				
Revenue	-	-	-	-
Total Segment revenue	-	-	-	-
Expenses				
Salaries and Wages	(3 817)	(2 376)	(3 008)	(9 201)
Total segment expenses	(3 817)	(2 376)	(3 008)	(9 201)
Total segment deficit	(3 817)	(2 376)	(3 008)	(9 201)
Total revenue				55 260
Other unallocated expenses				(44 873)
Surplus for the period				1 186

2023/24				
Revenue	-	-	-	-
Total Segment revenue	-	-	-	-
Expenses				
Salaries and Wages	(4 566)	(2 594)	(4 365)	(11 525)
Total segment expenses	(4 566)	(2 594)	(4 365)	(11 525)
Total segment deficit	(4 566)	(2 594)	(4 365)	(11 525)
Total revenue	-	-	-	44 285
Other unallocated expenses	-	-	-	(32 417)
Surplus for the period	-	-	-	343

	Library information services	Audio production	Braille production	Total
Financial Position				
2024/25				
Assets				
Segment Assets	-	63 343	44 042	107 385
Unallocated Assets	-	-	-	17 718
Total Assets	-			125 103
Liabilities				
Segment liabilities	-	-	-	-
Unallocated liabilities	-	-	-	9 540
Total liabilities	-	-	-	9 540
2023/24				
Assets				
Segment Assets	-	60 534	41 213	101 747
Unallocated Assets	-	-	-	23 625
Total Assets	-			125 372
Liabilities				
Segment liabilities	-	-	-	-
Unallocated liabilities	-	-	-	(10 900)
Total liabilities	-	-	-	(10 900)

South African Library for the Blind

Annual Financial Statements for the year ended 31 March 2025

Notes to the Annual Financial Statements

	2025 R '000	2024 R '000
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34. Reasons for differences in budget versus actual

Revenue

Revenue from exchange transactions

34.1. Other Income- The donations and braille book sales were slightly lower than expected as per the budgeted income.

Revenue from non-exchange transactions

34.2. **Government grants and subsidies-** The recognition of revenue relating to conditional grants included funds that were rolled over from the previous financial year.

34.3. **Sponsorship and donations-** Variance due to delayed implementation of the Josie Wood Internship Programme, as a result, the Trust did disburse the funds

34.4. **Interest income-** Lower bank balance due to increased cash utilisation which resulted in a lower interest earned.

Expenditure

34.5. **Employee Cost-** A portion of the employee costs was capitalised to intangible assets i.e. Braille and Audio Master Files.

34.6. **Administration-** The variance is mainly attributable to an increase in the recruitment costs which includes relocation costs, and an increased spending on employee training and bursaries.

34.7. **Depreciation and Amortisation-** The CLS conditional grant allocated a significant portion of working tools and other assets. This resulted in an increase in depreciation and amortisation. management had use a cash basis budget and therefore depreciation is not budgeted for.

34.8. **Operating Leases-** General price increases.

34.9. **Bad debts written off-** The assessment of the bad debts to be written off was performed at year end which could not be determined at a budgeting level. This is a non-cash item

34.10. **General Expenses-** The variance in the general expenditure can be mainly attributed to the delayed spending in the CLS grant spending, included in the expenses is a 4,273 which is non cash item that was not budgeted for.

34.11. **Actuarial gains/losses-** The actuary gains and losses require specialised expertise to determine, and this was only done at year end and therefore could not be determined at a budget level.

34.12. **Services in kind:** the services in kind was not budgeted for as it is a non-cash item as the budget is on a cash basis.

35. BBBEE Performance

Information on compliance with the B-BBEE Act is included in the annual report under the section titled B-BBEE Compliance Performance Information.

36. Services-in-kind

The entity recognises services in-kind that are significant to its operations and/or would otherwise have been purchased if not provided. These are recognised as revenue and corresponding expenses where fair value can be reliably measured.

In-kind services include the rent-free use of premises provided under a lease agreement between the Department of Public Works and Infrastructure (DPWI) and the Department of Sport, Arts and Culture (DSAC), where no rental is charged to the South African Library for the Blind (SALB).

"The fair value of the rent-free use of premises is based on the average commercial rental rate per square metre for similar government-owned properties in the Eastern Cape, as advised by DPWI, multiplied by the occupied space."

The fair value of the rent-free benefit was determined using a market-based valuation method. The following inputs were used:

- Gross lettable area: **2,373.89 square metres**
- Market rental rate for comparable government office accommodation in the Eastern Cape: **R150/m² per month**
- Valuation formula: $2,373.89 \text{ m}^2 \times \text{R}150/\text{m}^2 \times 12 \text{ months} = \text{R}4\,273$

This rate was benchmarked against rates applied by the DPWI and confirmed through publicly available data on state lease expenditure and market rentals in the public sector.

Revenue from non-exchange transactions	2025
Services-in-kind: Department of Public Works and Infrastructure- Rental	4 273
Revenue from non-exchange transactions	2024
	Restated
Services-in-kind: Department of Public Works and Infrastructure- Rental	4 273

A TRIBUTE TO OUR DONORS

SILVER DONORS

Josie Wood Trust	R 674 000,00
LOW and CO - Rawbone	R 104 000,00
FG Connock Charitable	R 25 000,00
AJ Keer	R 23 152, 12
Frank and Flo Baker Trust	R 21 448,49
Mac Gregory Donation	R 20 000,00
The Lily Ashton Charity	R 16 741,19
Reshub	R 15 142,94
GH VD SUY ESTATE	R 10 000,00
SJ Taylor	R 10 000,00

BRONZE DONORS

BJ Saayman	R 6 500,00
District Grand Lodge	R 3 000,00
JC Attorney -EL CAD Eyeden	R 1 227,17
PF Doherty	R 400,00
HC Bezuidenhout	R 300,00
Anonymous Donor	R 200,00

ACKNOWLEDGEMENT

The Board and Management of the South African Library for the Blind wish to express their gratitude to the Department of Sport, Arts and Culture, who ensure that the subsidy received by the Library enables it to provide a sustainable and indispensable service to the blind and print impaired community of South Africa in the medium to long term. Their continued support is greatly appreciated.

PASA Publishers Association of South Africa), as the representative body of the South African publishers, is acknowledged for their ongoing support and belief in providing reading material and content to blind and visually impaired people of our population in accessible formats.

Many of the Library's objective and specific projects would not be possible without the continued and generous support of our donors which include bequests received. These donations make it possible for the Library to add value to the services and products offered by the Library to our members.

A warm special thank you is extended to our valued team of volunteer narrators, transcribers, copy-typists and proof-readers. Without your commitment and loyal support, a major part of our book production would not be possible.

Finally and most importantly, sincere appreciation is extended to the staff of the Library – a dedicated team of people who strive for excellence at all times. Keep up the good work and thank you very much for your contribution.

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