

**SURAT PEKELILING DALAMAN
PUSTAKA/100-1/1/2 /JLD.1(036)**

Kepada : Staf Pustaka Negeri Sarawak

Perkara : Pekeliling Dalaman Kenaikan Kelayakan Bil Telefon Bimbit Bulanan
untuk Pengurusan PUSTAKA

Tarikh : 21 Februari 2025

1.0 TUJUAN

- 1.1 Surat Pekeliling Dalaman ini adalah bertujuan untuk memaklumkan bahawa dalam Mesyuarat Lembaga Pengurusan Pustaka Bil 96/2024 yang telah diadakan pada 12 Disember 2024, ahli mesyuarat telah bersetuju untuk menaikkan kelayakan bil telefon bimbit bulanan Ketua Sektor, Pengurus Wilayah serta Pengurus Institut berkuatkuasa pada 12 Disember 2024.

2.0 PELAKSANAAN

- 2.1 Penambahbaikan terhadap **Surat Pekeliling Dalaman PUSTAKA/100-1/1/2/JLD.1 (014)**.
- 2.2 Prosidur serta syarat-syarat yang termaktub dalam **Surat Pekeliling Dalaman PUSTAKA/100-1/1/2/JLD.1 (014)** masih kekal dan perubahan hanya terhadap had kelayakan bil bulanan bagi Ketua Sektor, Pengurus Wilayah serta Pengurus Institut di Pustaka Negeri Sarawak.
- 2.3 Justifikasi Kenaikan Had Kelayakan adalah seperti berikut:
 - a. Semua pengurusan kanan (Gred 12 hingga Jusa C) di Pustaka diberi kelayakan untuk telefon bimbit untuk kegunaan rasmi mereka;
 - b. Disebabkan peningkatan kos untuk langganan dan penggunaan data, kelayakan bil bulanan perlu ditingkatkan;
 - c. Secara purata bil bulanan akan melebihi RM150, iaitu had semasa.

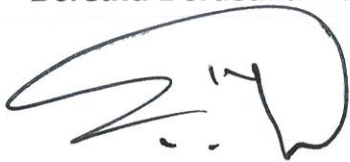
3.0 KADAR

3.1

OFFICER	CURRENT FUNDING (RM)	PROPOSED (RM)
CEO	UNLIMITED	UNLIMITED
DCEOs	150	200
Sector Head, Regional Manager & Pustaka Institute Manager	150	200
PR	150	150 (no changes)
Accountant	150	150 (no changes)
Other officers - based on their nature of work	150	150 (no changes)

Sekian. Terima kasih.

Bersatu Berusaha Berbakti. *An Honour To Serve.* Baca. Reka. Cemerlang.



Haji Japri Bin Haji Bujang Masli
Ketua Pegawai Eksekutif

**Extract Minutes of Meeting
96th Board of Management Meeting
Seminar Room, Pustaka Negeri Sarawak
12th December 2024**

5.06 Proposed to increase the monthly mobile phone bill entitlement for Pustaka's Management.

BM Paper 6/96/2024(4) CM - Decision Paper

The following was presented:

1. All of the senior management (grades 48 to Jusa C) in Pustaka are given the entitlement for mobile phones for their official use.
2. Due to the increase in cost for data subscriptions and usage over the past five years, the monthly bill entitlement needs to be increased.
3. On average the monthly bill would surpass RM150, which is the current limit.
4. Below are the existing and the proposed new entitlement according to the category of officers in Pustaka who are given this privilege based on their nature of work and responsibilities:

OFFICER	CURRENT FUNDING (RM)	PROPOSED (RM)
CEO	UNLIMITED	UNLIMITED
DCEOs	150	200
Sector Head, Regional Manager & Pustaka Institute Manager	150	200
PR	150	150 (no changes)
Accountant	150	150 (no changes)
Other officers - based on their nature of work	150	150 (no changes)

Decision:

The Board approved the new proposal to increase the monthly mobile phone bill entitlement for Pustaka's management as per below:

OFFICER	CURRENT FUNDING (RM)	PROPOSED (RM)
CEO	UNLIMITED	UNLIMITED
DCEOs	150	200
Sector Head, Regional Manager & Pustaka Institute Manager	150	200
PR	150	150 (no changes)
Accountant	150	150 (no changes)
Other officers - based on their nature of work	150	150 (no changes)

