

RISK REGISTER
PUSTAKA NEGERI SARAWAK

COMMUNITY EMPOWERMENT SECTOR: PUBLIC LIBRARY SUPPORT DIVISION

RISK CATEGORY	1. RISK IDENTIFICATION			2. RISK ANALYSIS AND EVALUATION				3. RISK CONTROL		STATUS
	Activity/ Process	Risk/ Opportunity	Cause	Current Risk Control	Likelihood	Impact	Level	Recommended Action/ Additional Control	Person In Charge (Risk Owner)	
Operational	Monitoring public library advisory support services	Insufficient funding	Insufficient funding due to dependence on federal/ state allocations	1. Periodic activity reporting 2. Quaterly monitoring 3. Annual meetings with village libraries (PNM) supervisors	3 (Possible)	3 (Moderate)	9 (MEDIUM)	1. Phased implementation and budget monitoring 2. To produce a procedure or guideline on monitoring the public library advisory services. 3. To develop portal/system for reporting and monitoring.	1. Public Library Advisory Division 2. Finance Division	In progress (1 February 2026)
Operational	Monitoring public library advisory support services	Ineffective monitoring	Ineffective monitoring of advisory support due to no standard monitoring framework or KPIs	1. Periodic activity reporting 2. Quaterly monitoring 3. Annual meetings with village libraries (PNM) supervisors	3 (Possible)	3 (Moderate)	9 (MEDIUM)	1. Implement monitoring framework, regular reporting, and site visits 2. To produce a procedure or guideline on monitoring the public library advisory services.	1. Public Library Advisory Division	In progress (1 February 2026)
Human Resource	Monitoring public library advisory support services	Lack of staff competency	Lack of staff competency due to limited exposure and training	1. Periodic activity reporting 2. Quaterly monitoring 3. Annual meetings with village libraries (PNM) supervisors	3 (Possible)	3 (Moderate)	9 (MEDIUM)	1. Continuous professional development 2. To produce a procedure or guideline on monitoring the public library advisory services.	1. Public Library Advisory Division 2. Human Resource Division	In progress (1 February 2026)