

Report on Administration of
Asian and Pacific Conference of Correctional Administrators Fund
for the period from 1 October 1999 to 30 September 2000

Introduction

At the 17th Asian and Pacific Conference of Correctional Administrators (APCCA) held in Malaysia, the full Conference agreed to establish a fund in the name of APCCA to provide a small fee and administrative expenses to the Coordinator and Co-rapporteur who had been supporting APCCA on an honorary basis.

Administration of the Fund

The Hong Kong Correctional Services Department was appointed the Administrator of the Fund. All expenditure above a nominal amount of US\$1,000 would need prior approval of two members of the APCCA Finance Sub-committee. The financial statement of the Fund would be tabled at the APCCA meetings.

A Finance Sub-committee meeting was held in Shanghai on 24 October 1999. The sub-committee expressed its general satisfaction with the level and timeliness of the contributions to the fund, but made a number of decisions which aim to improve its overall efficiency:

- (1) To request contributors to the fund to make their payments within three months of the conclusion of each conference, if possible. Letters calling for contributions were sent out in early March 2000. By June 2000, most of the nations had made their contributions.
- (2) To raise the ceiling on the amount that may be spent by the APCCA Co-ordinator without prior approval of the subcommittee from US\$500 to US\$1,000.
- (3) Efforts to be made to acknowledge the nations that have made voluntary contributions to the fund, perhaps in the format of an occasional short article in the APCCA Newsletter. Acknowledgement of voluntary contributions received from Fiji, Philippines, Thailand and Vietnam was made in APCCA Newsletters.

The first payment to the Australian Institute of Criminology of US\$4,322 for the establishment of the APCCA website was made in January 2000.

Contribution

While contributions from any nations would be welcome. the 19th Conference agreed that the following scheme of voluntary contributions should continue for the next year:

Australia (New South Wales, Queensland, South Australia, Western Australia, Victoria)	(US\$1,000 from each mainland state)US\$5,000
Canada, Japan, New Zealand, Singapore (US\$3,000 each)	US\$12,000
Brunei, Hong Kong, India, Korea, Malaysia (US\$1,000 each)	<u>US\$5,000</u>
Total	<u>US\$22,000</u>

Progress and Results

The Fund was established in December 1997 and an account was opened in the name of APCCA at the Hong Kong and Shanghai Banking Corporation Limited.

For the year ended 30 September 2000, a total of US\$19,985 agreed contributions were received. In addition, a sum of US\$5,000, being voluntary contributions by Fiji; Philippines, Thailand and Vietnam was received. Thus total contributions amounted to US\$24,985. Total expenditure for the year was US\$14,322. After deducting a bank charge of US\$15 and taking into account bank interest income of US\$967, there was a surplus of US\$11615 for the year. With a balance of US\$19,635 brought forward from the previous year, the Fund has an accumulated surplus of US\$31,250 as at 30 September 2000. There was no movement in the Fund between 30 September 2000 and the date of this report. Please refer to the attached financial statements for details.

Vote of Thanks

I wish to express my appreciation to those nations/territories -that have contributed to the Fund especially in these difficult financial times for the region. Member's support will place the APCCA on a much firmer footing than it has ever been in the past. I sincerely hope that members will continue their support to the APCCA Fund in future years by contributing generously.



(C. K. Ng)

Commissioner of Correctional Services, Hong Kong
27 October 2000