



**CORRECTIONS
In Asia and the Pacific**



REPORT OF
THE TWENTY SECOND ASIAN AND PACIFIC
CONFERENCE OF CORRECTIONAL ADMINISTRATORS

Bali, Indonesia, 2002

**Directorate General of Corrections
Indonesia**

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13 – 18 October 2002

Denpasar, Bali

Indonesia

Report prepared by
David Biles and Neil Morgan

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Record of the 22nd Asian and Pacific Conference of Correctional Administrators Denpasar, Indonesia 2002

Introduction

This report is a summary of the proceedings of the Twenty Second Asian and Pacific Conference of Correctional Administrators (APCCA) held in Denpasar, Indonesia, over the period 13 to 18 October 2002. The conference was attended by senior representatives of correctional services of 21 nations or territories in the Asia and Pacific region, generally the Chief Executive, Commissioner or Director General responsible for corrections in each nation or territory. The conference was hosted by Mr Adi Sujatno, Director-General of the Department of Corrections of Indonesia and was officially opened by the Minister of Justice and Human Rights of the Republic of Indonesia, The Honorable Professor Dr Yusril Ihza Mahendra.

The first meeting of the APCCA was held in Hong Kong in 1980. The idea for that meeting developed from discussions between the then Director of the Australian Institute of Criminology and the then Commissioner of the Hong Kong Prison Service. Since 1980 the conference has assembled each year, apart from 1990. For most of that period the conference was assisted by the Australian Institute of Criminology but since 1993 the conference has been supported by the APCCA Coordinator in his private capacity. Since 2001, a permanent secretariat has been established with responsibilities shared between Hong Kong (China) and Singapore.

After the first assembly of the conference in Hong Kong, in subsequent years the conference has assembled in Thailand (Bangkok), Japan (Tokyo), New Zealand (Wellington), the Kingdom of Tonga, Fiji, the Republic of Korea, Malaysia, Australia (New South Wales and

Victoria), India, China (Beijing), Australia (South Australia), Hong Kong, Australia (Northern Territory), Japan (Tokyo and Osaka), New Zealand (Christchurch), Malaysia, Canada, China (Shanghai), Australia (New South Wales) and Thailand (Chiang Mai). Over this period the conference has developed a significant history of traditions or conventional practices, even though it has no formal constitution or rules of procedure. For example, it has always been accepted that the host has the right to select those to be invited. Furthermore, the conference is relatively inexpensive as all the participants pay for their own air fares and accommodation.

As a matter of tradition, however, the host nation provides some hospitality as well as an appropriate venue for the formal meetings. At this conference extensive and generous hospitality was provided by:

- .. The Honorable Professor Dr Yusril Ihza Mahendra, Minister of Justice and Human Rights for the Republic of Indonesia
- .. The Honorable Adi Sujatno, Director General of the Department of Corrections for the Republic of Indonesia
- .. The Honorable Hasanuddin, Secretary General of the Ministry of Justice and Human Rights for the Republic of Indonesia
- .. The Governor of the Province of Bali

Another tradition that has developed within the framework of the APCCA is that of visiting correctional institutions, especially if they are related to the agenda items under discussion. Visits to institutions are seen as a useful complement to formal discussions and are generally greatly appreciated by participants as a practical method of exchanging ideas.

For the twenty second conference in Denpasar, visits were arranged to the Krobokan Prison, Denpasar, the Denpasar Court and the Bangli Prison, Bangli. Visits were also made to two locations of scenic and cultural significance on the way to or from the prison visits.

During the afternoon of the day before the opening ceremony of the conference, a preliminary business meeting was held to finalise a number of organisational aspects of the conference and to receive, for later discussion, the report of the Working Group which met in Hong Kong (China) in July 2002 to consider a possible formal structure for APCCA in the future. The details of these discussions and other business matters are summarised under Conference Business later in this report.

A further tradition of the APCCA that was established at the first meeting in 1980 is for a summary report to be drafted while the conference is in progress. Following that practice, a draft report was circulated to all delegates on the evening before the final day of the conference. This was based on the oral presentations made by delegates and also on the written national papers prepared by all participating nations and territories. This report is an edited and extended version of the original draft report.

Opening Ceremony

To a considerable extent the opening ceremony of the conference was overshadowed by a very serious terrorist bombing which took place only a few kilometres from the location of the conference on the island of Bali on 12 October. Several hundred people, mainly tourists, were killed or injured in the blast, and other bombings were reported in other parts of Indonesia at the same time. Despite this tragedy, the conference proceeded as planned and only one delegation returned to its home location before the conference concluded.

The opening ceremony was preceded by a welcome reception and dinner the previous evening hosted by Mr Ngakan Samudra, the Assistant Secretary of the Province of Bali, representing the Governor. The ceremony itself was held in the Grand Ballroom of the Bali Hilton International Hotel at Nusa Dua, Indonesia, and was officiated by the Minister for Justice and Human Rights of the Republic of Indonesia, The Honorable Professor Dr Yusril Ihza Mahendra. Before the central feature of the opening ceremony, which was the handing over of the APCCA symbols (the Fijian war club and the Indian brass lamp), speeches were made by the conference host, Mr Adi Sujatno, the APCCA Coordinator and Rapporteur, Professor David Biles, and the Minister, Professor Dr Mahendra.

Before his welcoming speech, Mr Adi Sujatno first called on all those present at the Opening Ceremony (delegates, observers and spouses) to observe a moment's silence out of respect to the victims of the terrorist bomb.

In his welcoming speech, Mr Adi Sujatno said:

Assalamualaikum, Warahmatullahi, Wabarakatuh.

Om Swasti Astu

Distinguished guests, ladies and gentlemen.

First, on behalf of Indonesia, I would like to welcome you all the delegates and other participants to the 22nd Asian and Pacific Conference of Correctional Administrators in Denpasar, Bali. We do hope that all of you can enjoy the beautiful scenery and panorama of the island, the unique art and handicraft, as well as the friendliness of the local people. We hope that all the charm and attraction here will invite you to extend your stay here. Bali will always welcome you and deliver the best service to you all.

The conference, which is annually held, is attended by the senior officers of correctional services from 21 different countries in Asian and Pacific regions, the representatives from UNAFEI, some private companies, and a number of observers, some Indonesian Superintendents. In this conference, we will discuss all the actual issues, the latest methods, as well as the recent academic approaches in the treatment of offenders. From this sharing event, it is expected that each participating country will gain benefits that can be applied in the implementation of treatment programmes for offenders in each country.

Besides sessions and workshops, we will also carry out some social activities whose purpose is to build stronger relationships and cooperation among the correctional administrators in Asian and Pacific regions.

In this conference, some particular issues will be discussed. They are:

- 1. National Report on Contemporary Issues in Corrections;**
- 2. Outsourcing of Correctional Services;**
- 3. Recruitment, Training and Career Development of Correctional Staff;**
- 4. The Reception and Classification of Prisoners as the Key to Rehabilitation.**

There will also be two workshops that focus on two particular topics:

- 1. Correctional Standards, Service Quality, Benchmarking and the Risk of Reoffending, and**
- 2. Community Participation and Engagement in Corrections.**

We will also visit the correctional institution in Denpasar where we can enjoy the performance of 200 students of the Academy of Corrections of Indonesia. Then, we will continue to the Special Correctional Institution in Bangli, whose architecture of the building adopts the traditional Balinese style. Furthermore, this special correctional institution is projected to become a special institution that deals with convicts in drug cases.

We admit that the visits may not be able to give you the whole picture of the implementation of correctional services in Indonesia due to the large number of correctional institutions in Indonesia that reaches 381 units. However, to some extent, it is expected that it will give you an overview of the implementation of correctional services in Indonesia.

Ladies and Gentlemen, in the middle of all our busy schedules during the conference, we would like to invite you to come to the art exhibition which is held outside the ballroom. In this exhibition, you will be able to see some handicrafts made by the prisoners from some correctional institutions in Indonesia, as well as some paintings created by one prisoner and two superintendents, Mr Ganti Hartono and Mr Sunarjo, who still make time for art in the middle of their busy times in managing the treatment programmes for the prisoners.

Let me also take this opportunity to express my sincere gratitude and appreciation to the Governor and all his staff at the Local Government of Bali for all the help and support to this conference.

Next, we will hear some words from Prof. David Biles, the APCCA Coordinator followed by His Excellency Prof. Dr. Yusril Ihza Mahendra, the Minister of Justice and Human Rights who will officially open the 22nd Asian and Pacific Conference of Correctional Administrators. His Excellency will also become the host of the official dinner called Rajalaya Dinner in Grand Ballroom Hilton Hotel to which we are all invited.

Assalamualaikum, Warahmatullahi, Wabarakatuh.

Om Santhi Santhi Santhi Om

Professor David Biles was then invited to the lectern to deliver his speech, in which he said:

Mr Chairman, Minister Professor Dr Mahendra, Distinguished Delegates, ladies and gentlemen.

I would like to offer my deepest sympathy to the relatives and friends of the many people who were killed or injured as a result of the terrible bombings that took place at a number of locations in Indonesia last Saturday night.

On a happier note, I would like to add my personal welcome to that offered by our host, the Director General of Corrections of the Department of Justice and Human Rights of Indonesia, The Honorable Adi Sujatno, and I would also like to congratulate the conference organisers for the excellent preparations they have made for this, the 22nd assembly of the Asian and Pacific Conference of Correctional Administrators. It is a great pleasure for me to meet again so many delegates who have become old friends over the long period of about 14 years that I have been associated with APCCA.

A very special welcome is also offered to the Thailand delegation who were our hosts at that wonderful and unforgettable conference in Chiang Mai last year.

I would like to also give a special welcome to the delegates from the Pacific Island nations of Fiji and Tonga with whom I feel a special affinity as I was lucky enough to be able to spend a little time in each of these independent nations in June of this year. I undertook a review of the prison system in the Kingdom of Tonga, and also inspected the likely conference facilities for the 23rd APCCA in the Republic of Fiji. In both of these nations, as well as in Samoa where my wife and I also spent a few days, the hospitality and friendship could only be described as overwhelming.

I must offer a special thank you to the organisers of this conference. In addition to Mr Sujatno, who enabled me to come to Bali in March to assist with the preparations, much of the work on the ground has been undertaken by a group of young and enthusiastic officers of the Indonesian Department of Justice and Human Rights. This group is led by Mr Ambeg, and includes Mr Ceno and a dozen or more other equally industrious and enthusiastic workers. I know that they must have had an extremely busy few months since I was here in March as their telephones and fax machines were nearly always busy when I tried to contact them. Communications between us improved enormously when Mr Ambeg was able to establish a special email address for the conference, but alas, that email connection was not able to carry the heavy load created when many nations tried to register for the conference on line and also tried to send their national papers electronically. My special thanks go to those young men for the wonderful job they have done under very challenging circumstances.

I would like also to offer my thanks for the work done in both Hong Kong (China) and in Singapore in the establishment of the permanent secretariat for the APCCA. It is still early days, but we have already seen an excellent APCCA Newsletter come out of Singapore, and Hong Kong (China) has continued with its usual high standards of efficiency in handling all APCCA finances. In the near future I am quite sure that we will all see further improvements to the APCCA Internet web site after its transfer from the Australian Institute of Criminology to Singapore. Further changes are also

to be expected following the working party meeting held in Hong Kong (China) earlier this year.

As in previous years, the Co-rapporteur, Neil Morgan, and I have had an opportunity to read some of the national discussion papers and we are both of the view that all that we have seen are at a very high standard as well as being extremely interesting and informative. These papers contain a wealth of unique information and are worthy of very close study. They certainly could be very useful in the training of senior corrections staff. I hope that most, if not all, of these papers will be eventually published on the APCCA web site.

(I would like to mention at this point that earlier this year Neil Morgan was awarded the degree of PhD in law with high distinction. This means that he is now to be addressed as Dr Morgan. On behalf of you all, I offer Dr Morgan our warmest congratulations.)

The high quality of the national papers suggests to me that the substance of the conference deliberations will again be extremely valuable. These papers will, I believe, provide a solid foundation for a highly successful conference which I hope will be marked by the open exchange of constructive ideas. Many of the papers this year seem to me to include a note of serious concern about coping with increasing prisoner numbers and, at the same time, reduced budgets. I hope that this conference will provide an ideal opportunity for delegates to discuss these problems within the framework of the agenda which has been outlined by our host, Mr Adi Sujatno.

I wish you all a professionally rewarding and personally enjoyable conference in the beautiful province of Bali in the Republic of Indonesia.

The Minister for Justice and Human Rights for the Republic of Indonesia, Professor Dr Yusril Ihza Mahendra, then officially opened the conference with the following speech:

The Honorable David Biles, Coordinator of The APCCA,

Distinguished Delegates,

Ladies and Gentlemen,

On behalf of the Government of the Republic of Indonesia, I would like to warmly welcome you all and profoundly appreciate your participation at this historic juncture of the 22nd Asian and Pacific Conference of Correctional Administration (APCCA) in Denpasar, Bali, Indonesia. This conference is indeed a very important forum for the Asian and Pacific countries to share their common concerns and expectations about coping with democratization, globalization, regionalization and polarization issues relating to correctional management and administration.

The first APCCA conference was held in Hong Kong in 1980 and its most recent conference was in Chiang Mai, Thailand, 2001. These conferences have been attended by senior correctional officials and observers from over twenty countries in the region. Similarly today on the island of Bali, we are attending the 22nd APCCA, representing about one half of the total population of the world. After over twenty years of APCCA, there have been a great many commitments declared to address various critical issues of correctional administration in the region. However, the situation has remained largely unchanged, and obviously the imprisonment rate has tended to increase.

Due to the democratization era (which can be seen in the removal and collapse of many totalitarian regimes and in the steady advance of democratic forces in many countries in our region) it appears that the APCCA will be an important forum. We will be able to share our commitment, to strengthen our cooperation, and to cope with the emergence of socio-economic and political problems in our respective countries. It may be noted that the average daily prison population increased rapidly during the time of economic crisis. In general, there is also a very clear link between crime and the critical socio-economic and political situation. In Asia and the Pacific region, in 1993, the weighted average imprisonment rate has been calculated as 39.4 per 100,000 population while in the year 2000, the rate has reached 104.0.

We, the Indonesian people, are not the exception. We are following the same trend as most countries in the Asian and the Pacific region. As a result of our currency crisis in 1997 and the fall of the centralistic regime in 1998, we have started to rebuild our nation and to reshape our society for a better future. As we gradually emerge from economic, social and political crisis, we should not forget the lessons we have learned from our national development policies of the past three decades. We failed to recognize the three inseparable elements for sustainable development, namely; a proper balance between economic growth, democracy, and respect for human rights. This policy once yielded unprecedented achievements in economic growth and poverty alleviation, however over time it turned out to be fragile.

The reform process which we experienced at the end of the twentieth century was in essence the result of our own self-examination, a process of self correction, which was triggered by the most painful crisis in our modern history. In the face of the challenges brought about by a new political, economic and social life. This effort includes reorienting our development strategy to secure a balance between economic growth, democracy and respect for human rights. Painful as this process is, Indonesia has entered the new millennium as a transformed democracy.

Indonesia is now truly engaged in a process of unprecedented and fundamental reforms in all fields, notably in the political, economic, social and legal sectors through a strong commitment to the supremacy of law. These reforms are aimed at upholding the rule of law and speeding up our national recovery from the social and economic malaise. In this effort, great emphasis is being placed on democratization and the supremacy of law.

Excellencies and ladies and gentlemen.

Our policy on prison management is based on the inherent meaning of correction itself. In this respect, the prison should be hospitals admitting this class of patients for treatment and cure. No one commits crime for the fun of it. The causes of a particular disease should be investigated and removed comprehensively. The prison staff therefore should do much to humanize their administration. The only burden to prisoners should be the loss of their basic freedom.

Under these circumstances, it is extremely important for all participants to draw some blueprints to address the existing realities of prison overcrowding, to address the needs of the increasing numbers of prisoners with drug problem, and the changes in the demographics of the prison population, etc. What measures can be undertaken to improve prison management? How can we provide appropriate accommodation, health services, education and training to all of them? What are the implications for our socio-economic and political life?

The Ministry of Justice and Human Rights has taken vigorous steps to strengthen institutions, engage in capacity building and work on the adoption of the necessary

legislation in order to provide a structural framework conducive to the solution of those issues. However, finding effective and comprehensive solutions to those issues is not an easy task in a country of about two million square km, covering over 17,000 islands, with more than 210 million people. Our major constraints are the shortage of funding and available resources and the appearances of sophisticated crime such as transnational organized crime, terrorism, people smuggling, trafficking of women and children, narcotic and drug syndicates, etc. These are new areas requiring much closer cooperation for their solution. No country in the world can solve these complex problems in isolation. Therefore, we will need to strengthen our cooperation in order to address these central concerns.

Therefore, I personally believe that this forum is not only an opportunity for countries in the Asian and Pacific region to exchange experience and information, but also provides the opportunity to extend our shared commitment and spirits of cooperation in addressing our common concerns.

To conclude, I should like to recall the mandate of the APCCA. We are charged with addressing our common problems in the field of correction in this region. We therefore put a high premium on the follow-up of this conference. Each delegate needs to take home the adopted outcomes of this meeting for implementation in their respective national situations. May I voice the hope that this conference will be a golden bridge between countries of this forum; to strengthen cooperation, to promote the spirit of our oneness and to address our common realities.

Allow me to take this opportunity to express my most sincere apology for not being able to be with you at the reception this evening because I have an afternoon flight today. I am leaving to attend extra-ordinary Cabinet meeting on consulting forum this afternoon. My colleague, Mr Adi Sujatno, Director General of Correction, will be with you on my behalf.

I therefore wish you success in your important five day deliberations and take great pleasure in opening this conference. With God's blessings, I officially declare the opening of the 22nd Asian and Pacific Conference of Correctional Administrators. Thank you very much.

After the Minister's speech the APCCA symbols were carried into the conference hall in a traditional Balinese procession by men and women in colourful costumes accompanied by music. The symbols were then formally presented to Mr Sujatno for safe keeping by the leader of the delegation from Thailand, Ms Pornpitr Norapoompipat. (It was explained that the Fijian war club, even though associated with aggression and violence, when surrendered to another person was a symbol of peace, harmony and civilisation. Similarly, the Indian brass lamp is a symbol of learning and enlightenment. Taken together, these symbols represent the enduring values of the APCCA.)

At the conclusion of the official opening ceremony, the conference adjourned for official photographs to be taken.

After a refreshment break, the conference re-assembled to commence consideration of the four substantive agenda items, but before this Professor Biles conducted an election for the position of Conference Chair. The leader of the Indian delegation, Shri Sharda Prasad, proposed Mr Adi Sujatno as Chair. This was seconded by the leader of the delegation from the People's Republic of China, Mr Du Zhongxing. There being no other nominations Professor Biles declared Mr Sujatno elected and invited him to take the Chair.

Agenda Item One

National Reports on Contemporary Issues in Corrections

Introduction

All delegations presented National Reports on Contemporary Issues. This practice, which started in 1997, provides an opportunity for the first formal sessions of the Conference to reflect upon the key issues currently facing each nation or territory as well as identifying more general regional themes. The national reports vary in their structure, tone and content because of the economic, socio-political and cultural differences across the Asian and Pacific region. Nevertheless, as in previous years, this Conference revealed a number of common trends and a high level of agreement on most of the key issues facing correctional administrators.

The papers revealed a broad range of issues but the overriding concern was undoubtedly the problem of increasing prison populations and decreasing budgets. This review therefore addresses, as its primary theme, the extent of such problems and the main strategies that have been adopted to address them.

Socio-Political Changes

Previous Reports of APCCA Conferences have stressed the fact that correctional systems do not operate in a vacuum, but are very directly affected by the broader socio-political and economic conditions that exist in any particular nation or territory. This conference again revealed some striking examples of the way in which broad socio-political and economic factors impact upon the structure of correctional services, the make up of the prisoner population and the constraints facing correctional administrators and staff. The Indonesian

Report made the point as follows: "The implementation of the correctional system ... is strongly related to the impacts of the strategic regional situation Global transformation also affects the degrees, forms, types and subjects of crime.... Such dynamic rhythms will always give impact to life in correctional institutions."

There were many other illustrations of the impact of socio-political change. China reported that the "gradual establishment of the market economy" has resulted in "higher requirements for the correction of prisoners" and drew attention to several initiatives that have sought to integrate punishment and reform. In Mongolia, the democratic reforms of 1990 resulted in a re-assessment of policies with respect to the prison system "with the implementation of human rights, a market economy and an approach to world standards." In Cambodia too, the structure and development of the Prisons Department has reflected broader political changes: in March 2000, the Department was "civilianized and separated from the National Police Force, following Royal Decree" and the government is making strong efforts, with overseas aid, to address the "legacy of long decades of war."

Fiji provides a particularly interesting example of how political instability can directly impact on the prison population and cause security and management problems for prison administrators. During the 'political upheavals' of May 2000, "many law-abiding citizens got involved in illicit activities" and there were mass arrests. This caused an influx to the prisons of a new type of prisoner, including highly trained ex-army commandoes and others, all of whom are prepared to rebel against the state and are therefore posing difficult management problems.

Socio political change has also affected the profile of the offender population in Vietnam, where "the economic integration and the transformation of management regime has caused a rapid increase in social evils and crimes such as transnational crime, organised crime, money laundering and drug-related crime, making the prison population larger, more diversified and more complicated."

Economic Constraints

Virtually all the national reports were very pessimistic about both current and future levels of funding for correctional systems. Comments in the report from Japan encapsulate the overall feeling: on the one hand, “high quality public service” is expected but, on the other, a “sluggish economy and limited national budget” has resulted in staff reductions even during a period of increasing overcrowding. The report from Thailand described the current situation in that country as “Mission Impossible” and noted that despite the fact that the majority of Thailand’s prison population are drug offenders, no budget has yet been allocated to meet the aims of the Drug Rehabilitation Act 1991.

In previous years, Hong Kong (China) has expressed less concern than most other jurisdictions about the level of resources. However, it is currently experiencing an economic downturn and this poses significant challenges with respect to overcrowding and limited resources. The delegation commented that there is no immediate prospect of improvement and that it is likely that “the priorities of public spending will go to funding economic relief measures” rather than corrections. In Tonga, efforts to improve the conditions in prisons and to make advances in the treatment of prisoners are being “hampered by financial constraints.” Similar views were expressed by Fiji.

The report from Brunei drew attention to another way in which economic conditions can affect correctional services; namely, the common influx of prisoners at times of increasing unemployment. In Brunei, the largest number of prisoners is in the 18 to 30 age group, the same age group that is experiencing the worst of a “rising national unemployment rate.” The delegation from Korea made similar observations.

Prison Populations and Overcrowding

With very few exceptions, prison populations are increasing across the region. An increase in prisoner numbers will not result in overcrowding if sufficient additional capacity is either available or constructed. However, demand is generally outstripping supply and overcrowding is on the increase. Indonesia provides a good example. The prison population has increased rapidly since 1994 and it now exceeds total capacity for the first time. As pointed out by Malaysia, overcrowding not only creates issues for prisoners; it also generates serious management problems and impedes the ability of correctional systems to meet expected standards, including the United Nations Standard Minimum Rules for the Treatment of Prisoners. Fiji talked of the “detrimental implications” for security and the increased likelihood of escapes.

The following nations and territories reported particular concern about prison population growth and overcrowding: Brunei; Cambodia; China; Hong Kong (China) (a 17% increase in receivals); Fiji (10% over-capacity); India (28.5% over-capacity and rising); Japan (a 25% increase in the prison population since 1997); Korea (population slightly down in 2002 but well above 1990 levels); Malaysia (20% above capacity); Philippines; Sri Lanka (“grossly overcrowded” and over 100% above capacity); Singapore (48% above design capacity); Thailand (a further 5% increase over the past year, coming on top of big increases throughout the past decade); Tonga (100% over-capacity); and Vietnam.

It is also clear that overcrowding rarely occurs “across the board” but tends to be concentrated in certain areas. The reports showed three main factors behind these concentrations of overcrowding. First, *geographical areas*; for example, in Fiji and Indonesia, overcrowding is particularly acute in major cities, and in China, prisons in coastal regions experience particular problems. Secondly, concentrations of overcrowding can reflect *prisoner demographics*; for example, in many parts of the region, women’s prisons appear to be more overcrowded than men’s prisons. Finally, *security classifications* affect levels of overcrowding in different classes of institution in Japan, Australia and a number of other jurisdictions.

Canada and New Zealand went against the general trend and reported slightly reduced prison populations and in Macao (China), the prison population has remained relatively stable. In New Zealand, the downward trend would have been more marked if there had not been a significant increase in the number of unsentenced prisoners following the introduction of tougher bail laws in 2000. However, New Zealand does not anticipate that the trend will continue and expects a rise in the prison population because of demographic factors (an age-group 'bulge' is coming up) and new sentencing laws that are intended to increase penalties for offences of violence.

Australian prison populations show some interesting trends. The national imprisonment rate has increased but the trends are very different in different parts of the country. For example, Queensland and South Australia have experienced large increases and there have also been increases in New South Wales, Victoria and Tasmania. However, the Northern Territory and Western Australia have seen a decline. These patterns, and the experiences across the region, raise some intriguing questions about how to address overcrowding. Some of the options and approaches are outlined later.

Prison Populations and Crime Trends

As in previous years, the national reports demonstrate that prison population levels have no clear or direct relationship with changes in the rate of crime. In Cambodia, for example, the increasing imprisonment rate does not seem to reflect changes in 'real' criminal behaviour so much as the increasing success of police in clearing up crime and the fact that a new Penal Code has introduced a wide range of new offences.

Australia, Canada and Hong Kong (China) provide other interesting examples. In Western Australia, the imprisonment rate has declined despite a slight increase in the general crime

rate. On the other hand, in Queensland and Victoria, the increased rate of imprisonment has accompanied an increasing crime rate. In Hong Kong (China), the crime rate has declined but the imprisonment rate has increased. In Canada, the trends are in the opposite directions: the imprisonment rate is declining at the same time as an increase (albeit slight) in the crime rate.

It would be necessary to conduct far more detailed analyses of each jurisdiction in order fully to understand these complex trends. However, it would appear that public fear of crime, and political responses to such fears, have at least as much impact on incarceration rates as the objective 'facts' about crime rates.

Addressing Public Attitudes

Several reports, including that from the Philippines, noted that public and political attitudes can often shape attitudes towards sentencing and imprisonment even where those attitudes are out of line with the 'reality' of the crime problem. However, the conference did provide some positive experiences of jurisdictions that have attempted systematically to address public concerns (see also the report of the Workshop on "*Community Participation and Engagement in Corrections*").

Singapore embarked on an ambitious campaign to reach out to the public via the press, television and bus advertising under the banner: "Rehab, Renew, Restart." Surveys have shown that this campaign has improved public understanding and raised public perceptions of the prison service. The delegation from Canada noted that public perceptions are a problem, but stated that, following a systematic education campaign over many years, the Canadian public now appears more understanding and less punitive. For example, fewer people now support capital punishment (52% compared with 73% in 1987); and there is a very high level of support for parole (80%, compared with 75% in 1998). Hong Kong (China) has also conducted a comprehensive and well-targeted campaign which appears to have

enhanced public understanding and to have brought the public more 'on side' with the objectives of the Correctional Services Department.

Offence Type

Most of the national papers (including Australia, Brunei, Fiji, Japan, Korea, Macao (China), Malaysia, Sri Lanka, Thailand, Tonga and Vietnam) expressed concern about the increasing number and proportion of prisoners who have been convicted of drug-related offences; in other words, of offences relating to the possession and/or supply of drugs or of offences (such as stealing, burglary or robbery) which have been committed to "feed an addiction." Across the region, there appears also to have been a shift in the nature of the drug problem, with amphetamine-based drugs tending to displace heroin as the major problem.

Several jurisdictions (including Australia, Canada, Mongolia and New Zealand) also reported an increase in the number of prisoners serving sentences for violence – and often facing long sentences.

Offender Demographics

All of the reports made mention of the demographic characteristics of prisoners. To the extent that it is possible to generalise, it would appear that, across the region, the 'typical' prisoner is aged 20-35, unemployed, from a lower socio-economic background and with limited educational achievements (or in India, "illiterate or semi-literate").

Although there are a number of variations, some other common themes and trends can be identified.

.. **Women**

Three main points emerged from the national papers. First, the proportion of female prisoners is generally in the range of 3% to 8% (for example, in Australia, Brunei, Canada, Japan, Korea and New Zealand). India was somewhat higher (11%) and two jurisdictions reported a notably higher rate. Hong Kong (China) stated that around 20% of the prison population was female, a figure which is largely explained by a high number of illegal immigrants (72% of all female prisoners). Thailand's figure is 17.5% - primarily for drug-related crimes. At the other end of the scale, women constitute less than 1% of prisoners in Tonga. There is also some evidence to suggest that increases in the number of female prisoners are generally attributable to drug offences.

Secondly, whilst female prisoners still constitute a relatively small proportion of the total inmate population, the female prisoner population is generally growing at a much faster rate than that of males. This is the case in Australia, Canada (the female prison population has almost doubled since 1995), Macao (China) and Thailand (a 9% increase compared with a 5% increase for men). After some increases in earlier years, the proportion of women prisoners in New Zealand has remained constant.

Thirdly, as a consequence of these trends, women often face more severe levels of overcrowding than men. This issue was expressly mentioned by some Australian jurisdictions, Hong Kong (China) and Thailand.

.. **Age**

Figures with respect to age were not available for all parts of the region but again, there are some general trends. Several papers identified a growing problem with respect to 'elderly' inmates (usually defined as prisoners aged 50 or more). They included Australia, Canada (almost a 20% increase over the past 8 years) and Korea. These inmates tend to pose

problems in terms of both physical and mental health care. At the other end of the age scale, Macao (China) reported an increase in the proportion of younger inmates (aged 16-20).

.. **Indigenous Prisoners**

Australia, Canada and New Zealand noted the continuing gross over-representation of Indigenous people in the prison population. All three countries are actively exploring initiatives to encourage Indigenous people's participation in programmes. Canada and New Zealand appear considerably more advanced in terms of promoting Indigenous programme delivery and in promoting initiatives such as developing "healing houses" than most Australian jurisdictions. However, much remains to be done in all of these countries and they share a concern that the rate of Indigenous over-representation seems likely to increase rather than decrease. This is largely the result of demographic trends and socio-economic considerations.

Sentenced and Unsented Prisoners

There is considerable regional variation with respect to the position of unsentenced persons (the 'remand population'). In part, these differences reflect different investigative procedures, legal requirements and criminal justice traditions. However, it is clear that the incarceration of unsentenced people is presenting some major difficulties and that the situation is generally deteriorating.

It appears to be common, across the region, for remandees to constitute, on average, between 15 to 25 per cent of the prison population. However, the proportion varies widely. India clearly faces the most dramatic problems. Its national report comments that it is relatively easy to obtain bail and yet remand prisoners outnumber sentenced prisoners

by a staggering 3 to 1. In Sri Lanka, the remand population is around 50% of the total prison population and the figure is also high in Korea (38%).

In some jurisdictions (including Japan and Canada), trends with respect to the unsentenced prisoner population mirror those with sentenced prisoners. However, most of the papers reported a much faster growth with the remand population. This is especially noticeable in New Zealand and Australia, both of which have seen legislation to restrict bail in cases involving charges of serious offences. In Australia, the remand population is increasing faster than the sentenced prisoner population and, in New Zealand, the sentenced prisoner population has declined despite the remand rate having risen.

It would appear that the issue of remand prisoners is one of increasing significance throughout the region.

Strategies to Address Overcrowding

It is clear from this review of prisoner characteristics and demographics that the factors that contribute to overcrowding vary between different jurisdictions. Consequently, the strategies that need to be adopted to reduce prison populations will differ. At first sight, it may appear that the 'answer' is more prison capacity. However, the papers revealed the operation of a number of 'front end' and 'back end' strategies.

.. Bail and court processes

In jurisdictions such as India and Sri Lanka, where there is a very large remand population, there will need to be a concerted focus on improving court processes. The experience in Macao (China) is instructive: there, the remand population is declining and this is attributed

to greater “court efficiencies.” In India, there are some more promising signs in that the High Court is more actively involved in monitoring the progress of subordinate court trials.

“ **Prosecutorial discretion**

It appears that one of the most important strategies in managing the expanding prison population in Korea has been the role of the office of the public prosecutor, which reduced the number of indictments and thereby reduced the number of remandees. However, this is not a solution that would be available in those jurisdictions (especially the Commonwealth nations), where prosecution decisions are seen as wholly independent from correctional concerns.

“ **Non-Custodial Sentences**

There are wide regional variations in the availability and use of non-custodial options but there was clear agreement that these options, including the use of electronic monitoring, should be expanded. Several jurisdictions which make comparatively little use of non-custodial measures expressed a desire to introduce a wider range of options (including Cambodia, China, India, Indonesia, Malaysia and Singapore). Those jurisdictions that already make greater use of non-custodial measures also hope to expand their operation (notably Australia, Canada, New Zealand). Western Australia is even expected to abolish prison sentences of six months or less and to require courts to use non-custodial options in cases that would previously have attracted short terms of imprisonment.

“ **Redistributing prison capacity**

Several jurisdictions have identified the need to ‘redistribute’ some of the existing prison estate in order to meet particular pressure points. For example, Hong Kong (China) is

exploring the option of converting some male places to female and of future male / female co-locations.

“ **Expanded prison capacity**

Most jurisdictions have accepted the need to expand prison capacity (but very different views were expressed as to the role of the private sector in such expansions).

“ **Expanded schemes for early release**

The national papers showed that a range of early release mechanisms have been adopted. Without these measures, the prison population would have expanded even more quickly. Some jurisdictions, including Indonesia and Vietnam, have offered amnesties or national day remissions. Others (notably Korea), have expanded the operation of parole schemes and a number of jurisdictions (including Malaysia and China) are actively exploring the concept of parole.

In Australia, Canada and New Zealand, parole systems are well established and there was widespread agreement that, in principle, there is much to be said for offenders serving the last part of their sentence under community supervision. This can assist in both the prisoner’s reintegration and the protection of the public. In Canada, there appears to be a particularly high public acceptance of parole for these reasons.

Foreign Prisoners

The 2001 APCCA Conference Report included a detailed review of the issues surrounding foreign prisoners, and the specific question of international transfer. This conference showed a continuing commitment to developing transfer agreements across much of the

region. Hong Kong (China) continues to be the leader in terms of signed agreements, but other jurisdictions are also actively pursuing agreements. Australia and Thailand have recently signed off on an agreement and are exploring other options. Japan has enacted legislation to permit transfers under the Council of Europe protocols and procedures. China and India are also closer to developing transfer arrangements.

Legal Framework of Corrections, Standards and Accountability

During recent APCCA conferences, there has been a growing interest in prison standards, including compliance with international obligations such as the United Nations Standard Minimum Rules for the Treatment of Prisoners. This remained a consistent theme in this year's national papers. Indonesia stressed the importance of strengthening "law enforcement and human rights." China's national report identified "safeguarding the legal rights and benefits of prisoners" as one of the key cornerstones of correctional administration and has adopted legislative standards across many areas. Cambodia reported that its system is "changing, albeit slowly, to operate within the UN Standard Minimum Rules." Brunei, Korea, Malaysia and Thailand were amongst the other countries to recognise the importance of United Nations standards to the development of prisons.

The Fiji paper provided a striking example of a situation in which the UN Standard Minimum Rules were relied upon by a domestic court. In July 2001, the Fiji High Court ruled that conditions in the Natabua remand block failed to meet the requirements of the UN Standard Minimum Rules and were also in breach of the Occupational Health and Safety Act. The Indian report also noted that its High Court is increasingly prepared to exercise powers of judicial review.

Korea reported that a new Penal Administration Act has afforded greater priority to inmates' human rights, including legal constraints on punishment regimes and greater access to correspondence and telephones. Korea now also has a Human Rights Committee, which came into force in November 2001. Prisoners can make complaints to that

Committee and it also has the power to carry out its own inspections of correctional facilities.

Several jurisdictions (including Fiji, India, Japan, Malaysia, Sri Lanka and Tonga) referred to the need for new prisons legislation.

Integrated Offender Management

As in 2000 and 2001, there was evidence of an increasing commitment across the region to an approach to offender management that seeks to integrate both 'incare' and 'outcare.' Aspects of these themes are more fully discussed in the report of the Workshop on *"Correctional Standards, Service Quality, Benchmarking and the Risk of Reoffending."*

Conclusion

It is clear that prison population levels, overcrowding and severe resource constraints are the predominant concern of prison administrators in the Asian and Pacific region. It appears likely that overcrowding will increase unless governments are prepared to commit to measures such as those that have been outlined in this report. Across the region, there also appear to be some common pressure points. These include female prisoners and remand prisoners - both groups growing at a faster rate than the total prison population.

However, whilst prison administrators will continue to face considerable difficulties as a result of these trends, there are some positive developments. First, all jurisdictions appear to be effectively meeting the core functions of custody and control, with few reports of major disturbances. Secondly, some jurisdictions have made positive steps in fostering public support and involvement in corrections. Finally, there is a uniform commitment to

meeting international standards and legislation and court decisions are giving greater backing to such standards.

Agenda Item Two

Outsourcing of Correctional Services

Introduction

Oral presentations to the conference, as well as the national papers, both revealed a wide range of opinions on this agenda item. It is apparent that nearly every nation and jurisdiction in the region engages in some level of outsourcing, or contracting out, of some correctional services, but there are significant differences between nations as to the extent of outsourcing and the motivations for pursuing this course. The aspect of outsourcing that provoked most interest and lively discussion at the conference was that of private prison management, and this provided an appropriate background to a presentation later in the day by the Managing Director of Australasian Correctional Management Pty Ltd, the largest private supplier of correctional services in Australia and New Zealand.

One exception to the proposition that all jurisdictions engage in some level of outsourcing is Cambodia which stated in its national paper that “outsourcing is not an effective option for the delivery of prisoner correctional services at this stage” because of the lack of financial resources available to the government and the competing priorities of health, education and infrastructure rebuilding. Another exception is Brunei Darussalam where the prisons department is seen as self-administered and self-sufficient, even though joint-venture projects may be acceptable. Also in Malaysia, the outsourcing of some correctional services is under consideration in response to staff shortages and budget constraints, but this has not been developed to a significant extent at this time. Similarly in Sri Lanka, the outsourcing of a number of different correctional services is under active consideration by a high powered team, but this concept has not yet been put into practice.

In most cases, however, outsourcing is becoming quite common. It is still a relatively new development, perhaps motivated by overcrowding or budget constraints, but in some cases it is highly developed and includes contracting the design, construction, financing and management of complete correctional institutions to private companies. In the latter cases, a major responsibility of public sector authorities is the supervision of the private companies through rigorous contract management.

Health Services

The outsourcing of health or medical services, including the provision of therapeutic programmes, seems to have become fairly common in the region. The national paper submitted by Singapore included a detailed analysis of the reasons for, and the benefits of, the outsourcing of the provision of prison medical services. The reasons included: acute shortage of public medical officers, the high turnover rate of medical staff, the lack of high quality medical staff and restructuring of public hospitals. The benefits identified included: better staffing, enhanced quality of service, greater cost efficiency, and improved public perception. Furthermore, the outsourcing allowed the department to concentrate on its core competencies of security and the provision of rehabilitation programmes. The Singapore paper also drew attention to the need for great care to be exercised in the preparation and administration of contracts for outsourcing.

In Hong Kong (China), the Correctional Services Department has for many years been working in collaboration with the Department of Health and the Hospital Authority to provide comprehensive medical and mental health services to all persons in custody. Medical officers working in prisons are seconded from the Department of Health. They make diagnoses, prescribe medications as required and they admit prisoners in need of nursing care or observation to in-centre hospitals which are staffed by correctional officers with nursing qualifications. Prisoners requiring specialist treatment and those who are

seriously ill are referred to specialist clinics or public hospitals respectively. This manner of service provision minimises costs as the Department is not required to run full scale hospitals and yet prisoners receive the same level of health care as do citizens in the community.

Some Australian jurisdictions have moved even further towards the full outsourcing of all correctional health services by entering into contracts with specialist private companies for the provision of all medical, pharmaceutical, psychological and psychiatric services to all persons in custody. These arrangements seem to have generally gained the approval of the purchasers (the relevant governments) and the recipients of the services (the prisoners).

Canada, at the federal level, has also entered into contracts with the private sector for the provision of health services in its institutions. In the People's Republic of China, as mentioned in the Discussion Guide, regional hospitals in the community are also responsible for the provision of health services to prisoners within their regions. (In its national paper for the conference, however, China interpreted outsourcing as a means of facilitating community involvement in the reform, education and resettlement of offenders. A similar interpretation was made by Vietnam.)

External Escorting of Prisoners

Singapore has arranged for the external escorting of low-security inmates to be undertaken by an external agency, and similar arrangements have been made in most Australian jurisdictions and in New Zealand. In these cases the replacement of corrections or police officers by private security companies has been shown to result in considerable savings to the relevant governments without significant reduction in efficiency or public safety.

Education and Training

Most Australian jurisdictions and the Correctional Services of Canada have contracted out the provision of education and training programmes for prisoners which were previously provided by either seconded or directly employed staff. Similarly in New Zealand, some literacy and numeracy educational programmes are contracted to the New Zealand Correspondence School, which is another government agency, but most of the specific services required under this arrangement are delivered by a private company.

Prison Industries

In Japan, a new agency, the Correctional Association Prison Industry Cooperation (CAPIC) has been established in cooperation with the Japanese Correctional Association (JCA) to improve efficiency and reduce costs by incorporating a private company management style. CAPIC is responsible for the purchasing of raw material and for the sale of prison products, while the government remains responsible for the actual manufacture of the products.

In many Australian jurisdictions, arrangements have been made for private companies to assist prison industries in a number of different ways. In its national paper Australia stated, "Private sector involvement in correction industry programmes ... provides an opportunity to significantly lift correctional industry performance and realise the infinite potential of correctional industries to contribute to inmate development [and] effective correctional centre management."

Miscellaneous Support Services

A good example of the outsourcing of miscellaneous correctional services is to be found in the national paper submitted by Japan. This paper referred to the recent prison overcrowding and a simultaneous staff reduction plan prompted by the sluggish national economy. These matters have both caused significant problems. As a partial solution to these problems, the contracting out of a number of different aspects of correctional work has been undertaken. This was done in order to overcome staff shortages and to maintain appropriate standards of management. Examples of outsourcing in Japan included: some cleaning and gardening around prisons, driving official vehicles, translation and interpretation for foreign prisoners, the delivery of meals, night telephone duty, etc. In some institutions non-government personnel are employed as assistant officers to undertake these tasks.

The Correctional Service of Canada provides another example with contracts being entered into for the provision of a wide range of services including legal advice, consulting, engineering, informatics, translation, chaplaincy and the supervision and residential services for offenders on conditional release. (These services are in addition to education and health care which are also contracted out in Canada.) Similarly in Hong Kong (China), a wide range of services are contracted out including the use of consultants in specialist areas, and the provision of some aspects of senior staff training.

In New Zealand, the Department of Corrections funds the New Zealand Prisoners Aid and Rehabilitation Society to provide agreed reintegrative services to prison and remand inmates, parolees and their families. These services include arranging and transporting families to see their relatives in remand centres or in prison.

Security and Prison Management

At the national level in Canada, there is a firm commitment to the view that the government should maintain control of offenders in confinement, but at the provincial level there are some examples of privatisation in corrections. In the province of Ontario there is a 1200 bed maximum security institution and a youth detention centre which are both run by private companies. The views of the Correctional Service of Canada are echoed by Hong Kong (China) where it is suggested that even though the correctional system is operating in a climate of government downsizing and a rising penal population, the idea of private prison management is unlikely to gain public support.

In contrast to Canada and Hong Kong (China), in Australia five of the six states have private prisons and Australia has proportionately more of its prisoners in privately run institutions than any other nation in the world. The Australian paper says, "there is no doubt that the private sector can achieve efficiencies beyond that of the public sector", but it also notes that the costs of monitoring contracts can be considerable and may even in some cases outweigh the savings that have apparently been achieved. In recent years in Australia there has been a slowing down of the movement towards privatisation as currently all of the state governments are controlled by the Australian Labor Party, and that party has generally been ideologically opposed to private prisons.

The Republic of Korea has also endorsed the concept of private prisons with the passage in January 2000 of the Establishment and Management of Private Prison Law, followed in May 2002 by the Ministry of Justice selecting a company to establish the first private prison. It is expected that this institution will open in 2005.

Conclusions

One of the recurring themes that emerged from the discussion of this agenda item was the need to reduce costs at a time when budgets were severely constrained, and many examples were given where this had occurred, but it was also pointed out by a number of delegates that there are higher priorities than saving money and these include the protection of the public by the maintenance of security and the provision of effective rehabilitation services. Thus, the outsourcing of correctional services may be seen as worthwhile if the end result is a clear improvement in the fundamental outcomes of all correctional work or there is no diminution of those outcomes but there is significant cost savings. Ideally, the most welcome types of outsourcing will achieve both of these goals simultaneously.

Agenda Item Three

Prison Staff Recruitment, Training and Career Development

Introduction

This topic was previously discussed at the Seventeenth Asian and Pacific Conference of Correctional Administrators in Kuala Lumpur in 1997. This thematic review of the proceedings of the Twenty Second APCCA draws on many of the same themes as the 1997 report and also considers whether there have been significant changes in the intervening period. Formal presentations by China, Singapore, Malaysia, Hong Kong (China) and Australia were followed by a lively discussion on a range of themes, primarily addressing the question of quality recruitment and assessment procedures for new staff.

General Concerns

There continues to be great concern across the whole region with ensuring both the recruitment and the retention of high quality staff. All the reports agreed that it is essential that there are adequate training programmes for staff and that it will be easier to retain high quality staff if there are properly structured opportunities for career development and promotion. As the report from Indonesia put it: "A recruitment procedure that meets the requirements and needs of the organisation is needed. Besides, a conducive environment needs also to be maintained for the staff to work effectively. This can be done by providing a development programme for officers with promising prospects." In the words of the report by China, "prisoners are a reflection of the quality of prison staff."

Modern recruitment and training procedures must also take account of three increasing demands placed on correctional staff. First, correctional staff are no longer merely “turn-keys” but are required to perform a greater role in the management and treatment of offenders. Secondly, as shown in the discussion of the National Reports on Contemporary Issues, all jurisdictions are placing a greater premium on prison standards and the rights of prisoners. The impacts of such changes on correctional staff are evident even in the five years since this topic was last canvassed at APCCA. In China, for example, the Prisons Law contains a range of provisions designed to protect the legal rights and interests of both prisoners and correctional staff. Another example of support structure being put in place to help staff cope with their changing role is Singapore’s development of a staff ethics structure. This structure emphasizes the importance of maintaining purposeful interaction with inmates without being subjected to manipulation as well as enforcing discipline without affronting human dignity. A third facet of change in many parts of the region is the increasing importance of information technology and other technological advances, which may require some level of computing or other technological expertise. The paper from Fiji drew particular attention to this, noting the introduction of “new infrastructure and designs with high security gadgets.”

General Recruitment Criteria : Physical and Psychological

Correctional systems across the region have generally moved away from ‘militaristic’ approach that dominated thinking 25 years ago. At that time, physical fitness and strength were often regarded as the primary considerations for effective recruitment. This is no longer the case. Certainly, all jurisdictions insist on certain threshold requirements relating to physical fitness, health and adequate hearing and vision. However, the conference papers and discussions focused more on the personal qualities and skills of potential staff than on their physical attributes and fitness levels. The Indonesian report, for example, stressed the importance of a “tight selection process regarding physical condition, academic skills and emotional maturity as well as health.”

Most reports voiced some concerns about how to develop objective criteria to apply to the recruitment of staff and the delegate from Canada observed that it is “ironic that our ability to assess prisoners has outstripped our ability to assess potential staff.” Numerous jurisdictions now make use of psychological assessments and psychometric tests. Some also apply cognitive skills tests. However, as pointed out by the delegations from New Zealand and Singapore, these techniques are far from fool-proof. Thailand stated that for this reason, it imposes a six-month probationary period on new recruits and, if they fail to meet the Department’s requirements, they “must be sacked.” Similar views were expressed by China.

Educational Qualifications and Other Skills

Traditionally, it has been difficult to attract people with high educational qualifications into employment in corrections. However, the general impression raised by this conference is that the situation has probably improved in much of the region since 1995. This would appear to be due, in large part, to improved public perceptions of the job. For example, China reported that the “social status of correctional officers has improved, which has enabled this profession to become more attractive and competitive.” As a result, more middle-school and college graduates have applied for positions and “much more fresh energy” has been added to the corrections profession.

Hong Kong (China) looks for four key characteristics in recruits: good educational qualifications; a stable personality; a mature and sensible outlook on life; and an ability to accept discipline. This last point is considered “very important, as ... officers are not suited to impose discipline unless they themselves can accept the same standard.”

The precise educational qualifications that are expected of staff vary across the region and by level of entry into the profession. Although most jurisdictions noted an increase in the educational attainment of new recruits, it was also noted that it is still easier to attract

people with university degrees into employment as probation/parole officers rather than as prison staff.

In recent years, many jurisdictions have made a deliberate attempt to recruit a more diverse workforce. This is most evident in the case of women. In China, around 25% of correctional staff are now female and some jurisdictions (including Australia and Canada) have made particular efforts to target female recruits. However, as Cambodia noted, it is often difficult to attract and retain female staff.

In Australia, Canada and New Zealand, Indigenous people are grossly over-represented in the prison population and, perhaps for this reason, it has proved very difficult to recruit Indigenous staff. New Zealand and Canada appear to have been rather more successful in recruiting Indigenous staff than Australia, but all three jurisdictions continue to face problems. The importance of recruiting Indigenous staff has been heightened by the changing role of prison officers and the expectation that they will play a key role in programme delivery. Clearly, it is important for such programmes to be culturally appropriate and to maximise the input from Indigenous staff.

There was little discussion in the reports about the recruitment of other minority groups (including people with disabilities) but Canada has a programme of 'positive discrimination,' screening into its recruitment pool those people from minority groups who have achieved the highest aptitude scores within their particular group.

Attracting the Right People: Comparisons with Other Occupations and Professions

Two related themes emerged very clearly during the presentations and discussions with respect to the recruitment of the 'right' people: the perceived status of correctional staff and remuneration compared with other occupations and professions. As noted under Agenda Item One and in the report of the Workshop on "*Community Participation and Engagement*," Hong Kong (China) and Singapore have made considerable advances in

elevating the public status of correctional staff. However, in many parts of the region (including Fiji, India, Mongolia, Philippines, Sri Lanka and Tonga), public perceptions apparently remain a major hindrance to the recruitment of quality staff.

Many of the papers made reference to the fact that correctional staff are paid less than people in the other disciplined forces such as the police and the armed forces. In Australia, salaries for correctional staff recruits are below the levels that apply to police, firemen and ambulance officers. In Brunei, a proposal has been forwarded to the government to improve the salary package (though rising unemployment rates have, in any event, assisted the recruitment process). In Malaysia, correctional staff are paid less than police officers of equivalent standing, but the same as firemen. In Tonga, correctional staff were put on the same salary level as police and firemen in July 2002 and it is hoped that this will help to redress public perceptions that being a prison officer is a “third class occupation, open to anyone with no more than a minimum education, average intelligence and good health.”

It comes as no surprise to find that those jurisdictions that treat prison staff in the same way as comparable professions and offer attractive remuneration packages have much less difficulty in the recruitment and retention of quality staff. In China, for example, ‘prison police’ are generally remunerated in the same way as other types of police. In Hong Kong (China), the pay levels for correctional staff are similar to those of other disciplined forces but are “normally better than those of the civilian public servants and employees working in the private sector with similar academic qualifications.”

The Problem of ‘Contamination’

The changing nature of the correctional officer’s job brings a further difficulty. New recruits, who have been trained in accordance with contemporary mission statements, ethical positions and modern correctional philosophies, may well find themselves working in a prison environment that is dominated by an older and very different set of beliefs held by more ‘experienced’ and more senior officers. In developing this point, the New Zealand

delegation referred to a “race against time to prevent the residual contaminating the new staff.” Australia, Canada and Singapore expressed similar concerns. As a result, several jurisdictions are developing training programmes for existing staff to attempt to unify the culture amongst prison staff.

These debates are reminiscent of a theme that was discussed at the 1997 conference; namely that training and skills development programmes should be developed for all staff and not limited to new recruits and those who are destined for promotion. Often it is long-serving base-grade officers who effectively set the tone of an institution and it is therefore essential that they are kept up-to-date with contemporary approaches. To ensure adequate training opportunities for all staff, Singapore has put in place a Coaching Framework that allows individual officers to participate in the charting of their training routemap through discussions with their coach.

Training and Development Programmes

It is impossible, within this short report, to summarise the range of training and development programmes that are available in the region and details should be sought in the reports themselves. The nature, extent and complexity of such programmes are very varied. For example, the paper from Tonga expressed concern that there is no funding for any formal training other than the initial 6 - 8 months training for new recruits. Cambodia, Mongolia and Vietnam seem to face similar constraints.

However, in most parts of the region, the last five years have witnessed some significant developments. Two, in particular, stand out. First, there appears to have been an expansion of specialist training academies within correctional departments. Such academies have long been a feature in countries such as Japan and Korea. Japan, for example, has a Training Institute with eight branches, each with its own professors. Korea has a similarly structured approach. Hong Kong (China) also has a well-established Staff

Training Institute which provides residential and non-residential programmes to over 300 staff per month and which seeks to ensure that all levels of staff are involved. In several other jurisdictions, training has traditionally been more ad hoc. However, this is changing. For example, in New South Wales (Australia), there is now a Corrective Services Academy which aims to provide more sustained and systematic training and staff development programmes.

The second development over recent years has been increased links between universities and correctional services. It is increasingly recognised that some tertiary institutions may be able to offer relevant and cost-effective programmes, especially in the areas of criminology, penology and correctional management. There are variations in the extent to which this occurs but Indonesia, Malaysia and Thailand are certainly exploring and developing these linkages. Hong Kong (China) has strong links with all the local tertiary institutions, as do many parts of Australia.

International Collaboration

One of the objectives of APCCA is to foster regional understanding and collaboration. It is therefore pleasing to note that the conference revealed many examples of this and, in particular, that staff exchange programmes and visits have become far more frequent over the past five years. The following are just some examples of these developments. Korea, Malaysia and Thailand (amongst others) sponsor suitably qualified staff to study at overseas universities. The Crime Research Centre at the University of Western Australia, through its links with APCCA, has arranged academic/vocational training for a Korean staff member and has also attracted postgraduate students from Indonesia and Thailand. Following the Nineteenth APCCA in Shanghai (China) in 1999, New South Wales (Australia) has developed arrangements for staff training and development in Shanghai. Finally, Canada and Hong Kong (China) have signed a Memorandum of Understanding, have very regular staff and professional exchanges and have also embarked on some joint research and evaluation exercises.

Conclusion

There are many difficult issues confronting corrections departments across the region in terms of the recruitment, training and retention of high quality staff. These issues generally revolve around the difficulty of balancing limited budgets with the increasing demands for professionalism and the increasing expectations being placed on prison staff. However, there are several positive signs. They include signs of an improvement in the public standing of correctional staff in some jurisdictions; an improvement in relative remuneration levels; some productive partnerships between correctional departments and universities; and beneficial regional exchange programmes. These are developments to which APCCA has already made a valuable contribution and upon which it can build in future years.

Agenda Item Four

The Reception And Classification Of Prisoners

As The Key To Rehabilitation

Introduction

It is clear from the discussion of this topic and from the national papers that reception and classification is seen by some nations or jurisdictions as a relatively complex process, (for example, the Canadian national paper includes a diagram which illustrates the fine details of the process in that nation) while in others it is a relatively simple matter of helping and guiding prisoners when they first arrive in the institution. This marked difference of perception may explain why a number of the smaller nations in the region declined to discuss this matter in their national papers. It seems likely that, as with a number of other issues discussed by APCCA over the years, this agenda item is one from which there has been genuine learning from each other. If that is so, this is an ideal topic for APCCA ongoing consideration.

Reception Management

It was recognised by all delegates who contributed to the discussion of this subject that the time at which an offender first arrives in a prison can be bewildering and even dangerous. It is a time when both professionalism and sensitivity are required from staff who are responsible for the induction process. A number of the national papers described this process in detail. As an example, the paper prepared by Hong Kong (China) stated:

The reception of people into custody extends from persons remanded for trial or sentence to people newly convicted and sentenced. The basic procedures are provided for by legislation including admission search, custody of personal property, taking of personal particulars, medical examination, etc. Additional information is gleaned from past record captured in the Department's Prisoner Information System (PRIS), court documents, police criminal record and special observation passed on by the relevant law enforcement agency, for example, any escape or suicidal attempt while in their custody.

The national paper from Canada contained a paragraph which is almost identical to the statement from Hong Kong (China) above:

Upon receiving a custodial sentence, the prisoner is interviewed by a caseworker. Whether the recently sentenced offender is at a local jail, remand or detention facility, the caseworker begins the intake assessment process by orienting the prisoner to the system. First, and foremost, caseworkers start with identifying any critical concerns (e.g. suicide potential, personal security, and physical/mental health). Then, the caseworker collects the offender's court, police, probation, forensic and jail records. Shortly thereafter, this information is transferred along with the prisoner to an institution which has a specialised area designated as the intake assessment unit.

Other national papers contained similar detailed descriptions of their own procedures with the personal needs of the inmates and the need to maintain appropriate security being seen as equally important. In Japan, for example, medical assessments include: medical history, height and weight, eyesight and hearing ability, blood pressure and hepatic function, and where considered necessary, chest X-ray, urinalysis, and fecal examination. HIV screening is also available on a consensual basis. The papers submitted by Sri Lanka and Thailand both described their own systems but also referred to the pressure of increasing prisoner numbers as a factor which impaired the development of a comprehensive classification system. It is interesting to note that some of the smaller nations, such as Fiji and Macau, did not refer specifically to the classification of prisoners, but it is clear from their references to the needs of remand prisoners and drug offenders that the principle of treating prisoners according to their needs and legal status is fully appreciated.

In the People's Republic of China, legal procedures require a number of issues to be addressed when an offender is first received into custody. These include:

1. An examination of the relevant legal documents.
2. A thorough medical examination,
3. Examination of the body and (the prisoner's property),
4. Psychological examination and preparation of a file, and
5. Induction education (prison rules and regulations).

These procedures all take place before the classification and placement decisions are made. A similar list of procedures is given by the Republic of Korea, Cambodia, Brunei Darussalam, and India.

The national paper from Indonesia includes the statement, "All offenders that have just entered the institution should be observed over a period of one month, at the most. This is meant to [reveal] everything about them including the reasons for their committing crime."

Definitions and Aims of Classification

In the paper prepared by the Singapore Prisons Department, classification is defined as "the regular process of assessing an inmate to determine the level of resources he requires" and it is suggested that this process over the past two years has improved the allocation of limited resources through the systematic identification of the inmates' rehabilitative and custodial needs. Similar definitions were proposed by other nations, and it is to be noted that most contributors to the discussion of this topic saw classification as an ongoing process rather than a single event which occurred at the beginning of a prison sentence.

In Australia, even though there are some differences between the different jurisdictions, classification is seen as a means to:

- (a) determine security risk;
- (b) determine, based on risk and need, which interventions the individual prisoner requires, and
- (c) determine what supports are required in the community upon release.

It is also suggested that when prisoners are matched to appropriate programmes and support services, recidivism can be reduced.

In Malaysia, as with most other nations in the world, the correctional authorities accept that the fundamental objective of corrections is rehabilitation and, to this end, following detailed assessment on admission, the prisoner moves through the three phases of orientation, development and re-entry or pre-release. The time spent at each phase depends on the progress of the individual prisoner and the length of sentence imposed.

The national papers submitted by Vietnam and Tonga both describe classification systems which are appropriate to their level of socio-economic development and provide a basis for the effective management of correctional institutions by separating different types of offenders. Similar procedures are outlined in the paper submitted by Papua New Guinea.

The Assessment of Risk and Need

Most contributions to the discussion of this topic drew a distinction between the assessment of risk and need. Generally, risk assessment was seen as determining the risk of re-offending, including the possibility of escaping, and this leads to the security rating which is assigned to the individual prisoner. (In many nations this resulted in each prisoner being

rated as requiring maximum, medium or minimum security, but in some jurisdictions there was a seven-point scale of security.) In contrast, need assessment focuses on the personal aspects of the offender that need to be addressed if rehabilitation is to be achieved. Thus, physical and mental health issues, drug and alcohol use, and education and training will be considered as possible areas of need. In some jurisdictions such as Australia, a third factor, responsivity, is also assessed and this refers to offender-staff interactions and matching offender learning styles. In New Zealand, the assessment of responsivity also interfaces with other programmes which are aimed at encouraging and motivating the offender to subsequently attend criminogenic programmes which address offending behaviour. The IOM system in New Zealand overarches the entire corrections system from the preparation of pre-sentence reports for the Judiciary, management of non-custodial and custodial sentences through to conditional release on parole.

Assessment Instruments

Most of the assessments that are made of prisoners, whether newly arrived in prison or under review later in a sentence, are made by experienced correctional officers, or by committees or case conferences, but in some jurisdictions checklists or objective tests are used in order to reduce the influence of subjective judgements and attempt to make the process more scientific. For example, in the Canadian federal system, use is made of a 'Community Intervention Scale', recently renamed the 'Reintegration Potential Scale'. This is applied to all prisoners about to be released and also periodically to those on parole. This scale is thought to provide an efficient method of gathering all relevant information and also to assist parole officers in managing individual cases.

Similarly, in a number of Australian jurisdictions, and in New Zealand, assessment scales or checklists are used as a part of the initial and ongoing classification process, but in all cases where objective assessments are used they are seen as supplementary to the more traditional methods of collecting information and making judgements. The national paper from Thailand referred to "score based classification" and suggested that this may enhance

the effectiveness of the classification of prisoners, but it seems that other problems in the correctional system of Thailand have prevented this approach from being fully developed.

Conclusions

All conference participants who contributed to the discussion of this agenda item agreed that the management of the reception and classification process is of central importance as far as the reduction of recidivism is concerned. There were many differences of detail, however, with some nations reporting on very sophisticated systems and others reporting on more direct and less complex arrangements. Notwithstanding these differences, there is full agreement with the proposition that the way prisoners are managed during the reception period and the way that they are classified and offered constructive programmes are of fundamental significance to the question of whether or not they are likely to commit further offences after release from prison.

Specialist Workshops

Introduction

The workshop on ‘Community Participation and Engagement in Corrections’ began with presentations by Canada, Hong Kong (China) and Singapore (each of around 10 minutes’ duration). The leaders of those three delegations (Mr Pieter de Vink, Mr Benny Ng and Mr Chua Chin Kiat) then formed a panel for the purposes of discussion. A wide range of issues was canvassed and there was a lively discussion involving representatives from many jurisdictions. Mr Adi Sujatno, the Director General of Corrections for Indonesia, in some closing remarks, summarised the dilemma faced in most parts of the region; namely, that people tend to view criminals as the ‘garbage’ of society and the public enemy.’

However, all three papers revealed a range of strategies that appear to have been successful in addressing such perceptions, enhancing the profile of correctional services, garnering public support and encouraging community involvement. Although several common strategies and themes emerged, it was also recognised that the geographical and societal contexts vary widely across the region. This means that each jurisdiction will need to address the problem within its own particular framework. Mr Chua Chin Kiat of Singapore drew particular attention to this issue, noting the wide geographical variations between countries such as Canada and Singapore; and the different political and societal structures between jurisdictions of a more comparable physical size such as Singapore and Hong Kong.

Canada

Mr Pieter de Vink stated that, in Canada, it is a legislative expectation that the community will participate in the field of corrections. This expectation is fuelled by the fact that over 40% of offenders who are under the jurisdiction of Correctional Services of Canada (CSC) are under some form of community supervision. It has proved to be easier to engage the public with respect to some categories of offenders than others, with sex offenders being the most difficult group. However, the Canadian public appears generally to be prepared to give offenders another chance and to accept the principles behind parole and the community

supervision of offenders upon release. This attitude appears to reflect the systematic and wide ranging efforts that have been taken in recent years in improving community ‘*outreach*’ (ie explaining the role of the CSC in enhancing public safety) and community ‘*engagement*’ (ie community participation). The initiatives have included:

- Ø Citizens’ Advisory Committees for each parole region, which are included in decisions about the release of some prisoners, including placement and half-way houses.
- Ø Victims’ Advisory Committees and working groups.
- Ø Corporate messages, media relations exercises and pilot projects designed to evaluate the effectiveness of different strategies and programmes.
- Ø Harm reduction workshops (to explain controversial policies such as the distribution of syringes and condoms in prisons).
- Ø Greater community and citizen support in preparing offenders for release (for example the ‘Lifeline’ programme for long term prisoners).
- Ø Aboriginal ‘healing lodges’ to permit more culturally relevant approaches to issues such as family violence.
- Ø Greater use of volunteers (currently over 10,000 volunteers are engaged in CSC activities)

Canada therefore appears to have derived considerable benefits in terms of public perceptions and involvement in corrections in recent years. There are areas of tension, including the attitudes of some correctional staff who may feel threatened by the changes. However, the overall benefits include enhanced partnerships, increasing support for offenders upon release, enhanced community responsibility and spirit and an expansion of the supervisory capabilities of the CSC.

Hong Kong (China)

The Hong Kong (China) delegation stressed that success in corrections can be measured by successful reintegration and that this, in turn, depends on public involvement and acceptance.

There have been many interesting initiatives which have been carefully co-ordinated and evaluated. They include the following:

- Ø A TV series called “The Road Back”, made by an independent film producer, which traced the real life stories of offenders re-entering society. The first series (May 2000) attracted a very large audience (23%) and a second series has just started.
- Ø Posters and other media campaigns
- Ø A Committee on Community Support for Rehabilitated Offenders (including numerous representatives of professional and community organizations) has been established to assist in promoting public education.
- Ø Development of more partnerships with local communities, including the District Fight Crime Committees
- Ø The appointment of ‘rehabilitation ambassadors’ such as pop singers
- Ø Public exhibitions around Hong Kong
- Ø Fashion shows and other examples of the skills of inmates
- Ø The introduction of family-based programmes, including an Inmate/Parent Centre (commencing in 1999).
- Ø Formal public recognition of the importance of volunteers, especially during the International Year of the Volunteer (2001).

As with Canada, these initiatives appear to have been successful. An independent market research team was contracted to undertake an evaluation. They discovered that 65% of the Hong Kong (China) population had seen some of the publicity and that 80% of these considered it was worthwhile expenditure.

Singapore

Singapore’s vision statement, developed in 1999, sees prison staff as “Captains of Lives” but it also stresses the importance of family and community support and access to employment as elements of successful reintegration. Singapore believes that, as far as possible, community organizations and volunteers should be involved in in-care as well as aftercare. As with Canada and Hong Kong (China), Singapore has developed some important initiatives. One of which is the establishment of the CARE (Community Action for the Rehabilitation of Offenders) Network. The CARE Network aims to provide seamless transition for offenders and to co-ordinate the services offered by community agencies. It operates under the vision “Hope, Confidence and Opportunities for Reforming Offenders.” The CARE Network has

also helped to ensure better co-ordination between the government and non-government sectors, a more efficient targeting of resources and less duplication of services.

Two main initiatives undertaken by the CARE Network are the “Case Management Framework” and the “Family Support Programme”. The Case Management Framework assesses the needs of individual offenders through the help of aftercare officers two months before the inmates’ release.

In addition, the Singapore Prisons Department has embarked on an ambitious Corporate Image Campaign to inform and educate the public on the role of corrections in producing a safer society and the professionalism of the organization. Run under the banner “Rehab, Renew, Restart”, this programme has included advertisements in the media, on TV and on buses.

Like Canada and Hong Kong (China), Singapore appears to have had significant success through these programmes. Research which was conducted before and after the campaign indicated a change in public attitudes, greater understanding and a greater willingness to consider a career in the prison service.

Conclusions

Representatives of Indonesia, India, the Philippines, and Australia all contributed to the discussions and a number of disparate issues were raised. There was a brief discussion of the role of half way houses; it was noted that this is an issue of increasing interest and that both the public sector and community organizations have a role to play in the provision of such facilities. There was a brief discussion of ‘restorative justice’ mechanisms as a way to enhance community input but it was suggested that restorative justice is really dependent upon voluntary and community groups rather than formal government agencies such as Correctional Departments. The representative of the Philippines strongly expressed the view that privatization may cut across community involvement because volunteers and community organizations will be less motivated to assist the private sector. It was accepted that this may be a problem but that much will depend on the relationship between the government and the private contractor.

Overall, the workshop revealed some positive options. Although public perceptions do present a very difficult hurdle for correctional administrators, public education campaigns appear to have been successful in Canada, Hong Kong (China) and Singapore. This success is evident in improved public attitudes to corrections, enhanced corporate standing and greater public participation in the reintegration process.

2. Correctional Standards, Service Quality, Benchmarking and the Risk of Reoffending

This workshop was presented by Mr Mark Byers and Mr Phil McCarthy of New Zealand, and about 40 of the conference delegates participated. The presentation was assisted by power point projection with copies of the slides being provided to all participants. Ample time was made available for questions and discussion.

The workshop initially focussed on Government Strategic Goals which in turn influenced Corrections Strategic Goals. The main outcome sought by Corrections was to:

- Ø “Protect the Public” and this was to be achieved through
- Ø “Reducing reoffending”, and
- Ø “Contributing to safe communities” (through effective management of custodial sentences, etc)

Each of these key outcomes was then defined, or specified, in detail.

The Strategic Goals of the New Zealand Department of Corrections were then identified as:

- Ø effective offender management,
- Ø reducing re-offending, and
- Ø enhancing capacity and capability,

and ten separate output measures were also identified, each with its own budget allocation. Outcome measures, including a recidivism index and a rehabilitation quotient, derived from a detailed study of the offender data base, were then defined.

Next, details were presented of the internal purchase agreements and the external contracts and agreements currently being used by the New Zealand Department of Corrections. These included, for example, contracts for the provision of prisoner escort and courtroom custodial

services, the management of the Auckland Central Remand Centre, and the provision of a range of services by the New Zealand Prisoner Aid and Rehabilitation Society.

Procedures used for performance monitoring were explained within the context of risk management. Risks were assessed in terms of the consequences of failure, with more attention being paid to activities or programmes where the risk of failure was highest. One aspect of performance measurement of particular interest was international benchmarking. This is done by comparing New Zealand information with comparable information from Australia, Canada, England and Wales, and Scotland. When making such comparisons it is important to know that the same definitions and counting rules are being used. For the five nations listed, data were presented showing the comparative costs per inmate per day, inmate-staff ratios, occupancy rates, and other indicators such as rates of assaults, escapes and deaths in custody.

It was pointed out that international comparisons were particularly useful at times when the media released sensational reports of problems in the prisons relating, for example, to escapes or deaths in custody. At these times, the international data may be able to be used to reduce public anxiety by placing the particular events causing concern in a broader context. The international data are also of interest to correctional administrators as they provide an objective view of their comparative performance.

The last major topic covered by the presentation was Predicting and Modelling the Risk of Re-offending. A statistical tool based on Risk of Conviction/Risk of Imprisonment (RoC/RoI) is used by probation officers when giving advice to judges in pre-sentence reports and when advising the parole board. It was explained that the RoC/RoI measure was based on static factors, such as prior criminal history, and that it sometimes produced scores, or predictions, which seemed to be anomalous, or not in accord with the real probability of recidivism. In these cases 'override rules' were applied. Despite these occasional problems, the predictive validity of the RoC/RoI measure was claimed to be remarkably high with 50% of offenders with a 50% risk of re-offending found to have actually re-offended within a year of release. Also, it was found that 81% of offenders with an 80% risk of re-offending actually re-offended within a year.

After the formal presentation, a number of questions were raised which indicated that there was considerable interest in the topic.

Full details of this presentation and supplementary documentation may be obtained by writing to:

The Chief Executive
Department of Corrections
Private Box 1206
Wellington
New Zealand.

Conference Business

Preliminary Business Meeting

During the afternoon of Sunday 13 October 2002, before the welcome reception and official opening, a preliminary business meeting was held to discuss a number of details about the conference programme. The meeting was attended by the heads of nearly all delegations that had arrived at that time, together with the Coordinator, Professor David Biles, and Co-rapporteur, Dr Neil Morgan.

The first item of business for the meeting was the selection of presenters for Agenda Items 2, 3 and 4. It was pointed out that all nations would be given an opportunity to address the conference for up to ten minutes under Agenda Item 1 on Contemporary Issues, but for the next three items a smaller number of presenters would be desirable so that ample time was left for general discussion. For Agenda Item 2 on Outsourcing, Korea, Sri Lanka, Hong Kong and Australia offered to make presentations, and for Agenda Item 3 on Staff Recruitment and Training, offers were made by Singapore, Malaysia, Hong Kong (China) and Australia (with China and Thailand being added later). For Agenda Item 4, on Reception and Classification, offers were made by Canada, New Zealand, Japan, Singapore and Indonesia. All of these offers were accepted by the meeting, and it was pointed out that other delegations would have many opportunities to make informal interventions in the discussion of these topics.

The next item of business was the appointment of an ad hoc sub committee to develop an agenda for the 23rd APCCA and recommend its findings to the final business meeting of the

full conference. Delegations offering to be members of this sub committee were Australia, Hong Kong (China), New Zealand, Korea and Singapore. Members of these delegations were asked to seek the views of other delegates before a meeting of the sub committee on the following Thursday evening.

Next, the meeting was given a detailed summary of the Working Group report on Formalisation Issues which was held in Hong Kong (China) in July 2002. (This subject was discussed further at a Conference Business Session following the official opening and again at a special meeting on the following Wednesday.) This summary was presented by Hong Kong (China), with a power point presentation, and provoked some discussion and questions. Hong Kong (China) also presented the report of the APCCA Fund Administrator (which is reproduced in the appendices to this report). Warm appreciation was expressed to the Convenor and Members of the APCCA Finance Sub committee for their work during the previous year. The Hong Kong (China) delegation then also reported on the work of the permanent secretariat in relation to newsletters, the APCCA web site and regional correctional statistics.

Finally, the meeting was given an outline by the APCCA Coordinator on the manner in which the draft report of the conference would be produced with the aim of delivering copies of the draft report to all delegates on the following Thursday evening. (The draft report was actually circulated to delegates very late on the Thursday evening or early on the Friday morning, and at the final business session all delegates were asked to communicate any suggested changes to the substantive report to the Coordinator by 1 December 2002. A final version of conference report, with photographs, is expected to be circulated by the Indonesian conference secretariat in early 2003.)

Hosts for Future Conferences

At the business session of the conference following the official opening, the delegate from Fiji stated that, regretfully, his nation was not able to host the conference in 2003, and no alternative offer was made at that stage. Canada suggested Hong Kong to consider hosting the conference. This obtained the general support of other members. In the final business session of the conference, Hong Kong (China) offered to host the conference in 2003 on the condition that no subsidies would be provided. This offer was accepted with acclamation. Offers which had been made in previous years for Singapore to be the host in 2004, Korea to be the host in 2005, and New Zealand to be the host in 2006 were all confirmed, and this information was warmly welcomed by the conference.

Agenda Items for the 23rd APCCA

The ad hoc sub committee referred to above, met during the evening of Thursday 17 October with all nominated delegations being represented. The meeting considered the following agenda items which had been proposed from a number of different sources:

1. Mentally ill prisoners - how they are identified and how they are treated,
2. Insurance issues with the medical treatment of prisoners,
3. The application of psychology to the treatment of prisoners,
4. Promoting desirable prison officer culture and behaviour.
5. Techniques to reduce overcrowding including non custodial sentences and early release schemes,
6. Prisoner disciplinary procedures,
7. Dealing with prisoners complaints and grievances,
8. Prison industry partnerships,

9. Dealing with major prison disorders,
10. Training of senior correctional managers,
11. The rights and management of unconvicted persons in custody,
12. The relevance and impact of the United Nations' Standard Minimum Rules for the Treatment of Prisoners, and,
13. Responding to improper and/or unacceptable behaviour by prison staff.

Before considering these suggestions in detail, the sub committee decided that it would recommend that the general format followed in 2001 and 2002 be repeated and that Agenda Item 1 would remain as Contemporary Issues in Corrections, with all delegations being allowed up to ten minutes to address the full conference. It would also be recommended, however, that, where possible, more attention be devoted to problems and their solution, rather than descriptions of the operation of prison systems. The political, social, economic, and legal context of corrections in each nation would, nevertheless, continue to be regarded as relevant to this item.

The sub committee also decided that it would endeavour to identify suitable topics for specialist workshops, which would be held simultaneously, as well as the other substantive agenda items for the full conference.

After careful consideration of all of the suggestions the sub committee decided to recommend, and the full conference subsequently accepted, the following agenda for the 23rd APCCA:

Agenda Item 1 : Contemporary Issues in Corrections

Agenda Item 2 : Dealing with Prisoners' Complaints and Grievances

Agenda Item 3 : Promoting Desirable Prison Officer Culture and Behaviour

Agenda Item 4 : Major Prison Disturbances: Causes and Responses

Specialist Workshops

(Two of the three topics listed below to be selected by the conference host in the light of offers to make presentations by participating nations.)

14. Prison Industry Partnerships (New Zealand offered a presentation)
15. Training and Succession Planning for Senior Correctional Managers, and
16. Techniques for Reducing Prison Overcrowding including Non-custodial sentences and Early Release Schemes.

The APCCA Coordinator, Professor Biles, indicated to the meeting that he would elaborate on this outline in the Discussion Guide which should be available in early 2003.

Conference Resolutions

It was formally moved that :

This conference resolve to accept the Working Group report and recommendations and direct the APCCA Secretariat to finalise the draft joint declaration attached to the summary of the comments that was prepared and distributed by the Secretariat to all delegates on the first day of the conference.

Moved : New Zealand

Seconded: Philippines

Carried by acclamation.

An assurance was given that the joint declaration would be ready for signing before the end of the day.

Finalised by the APCCA Secretariat, the joint declaration (Appendix H) was signed by the representatives of delegations attending the conference.

Following an earlier discussion of the impact of the bombing in Bali just before the conference started, it was moved that;

This conference resolve that a donation of \$10,000 (US) be made from the APCCA Fund to the Balinese victims of the bombing tragedy of 12 October 2002.

Moved: Canada Seconded: New Zealand

Carried unanimously.

Post conference note:

Pursuant to the above resolution, the APCCA Fund Administrator, for and on behalf of the APCCA, sent a sum of \$10,000 (US) via telegraphic transfer on 30 October 2002 to the bank account "posko penanganan kasus 12 oktober 2002" (Account No.: 010.22.01258-1 of Bank Pembangunan Daerah Bali). This is an official account appointed by the Indonesia Government to receive financial aid to the victims of the bomb blast.

Closing Ceremony

The closing ceremony of the conference was conducted in the Grand Ball Room of the Bali Hilton International Hotel on Friday 18 October 2002 and was officiated by the Secretary General of the Ministry of Justice and Human Rights of the Republic of Indonesia, the Honorable Hasanuddin. The ceremony commenced with a speech by Mr Adi Sujatno in which he thanked all delegates for their participation and he also thanked his staff for their excellent work in supporting the conference.

The APCCA Coordinator, Professor David Biles, then made a short speech in which he thanked Mr Sujatno and his staff, particularly Mr Ambeg and his team of workers, for all that they had done in making sure that the conference was a success. He also referred to the high level of discussion in the conference itself which, he suggested, showed that we can all learn from each other in the true spirit of APCCA. He then asked the delegation leaders from China, Australia, India, Tonga and Hong Kong (China) to briefly express their appreciation to the host.

The leader of the delegation from Hong Kong (China), Mr Benny Ng, who is also the APCCA Fund Administrator, then presented the Governor of Bali with a letter of promise for the donation of \$10,000 (US) to the Balinese victims of the October 12 bombing. This gift had been earlier approved by the full conference.

The Honorable Hasanuddin then gave a speech in which he thanked all of the delegates for coming to Bali for the conference and he expressed his appreciation of the many signs of support he had received following the bombing a few days before. Finally, he offered his thanks and congratulations to Mr Sujatno for the work that he and his staff had done in organising and supporting the conference.

The final stage of the closing ceremony - the handing over of the APCCA symbols - was heralded by a traditional Balinese procession of colourful dancers and dramatic warriors, accompanied by drummers and other musicians. A leading part of the procession was a representation of a chariot, to be used to carry the APCCA symbols away. The host of the APCCA 2002, Mr Adi Sujanto, then presented the Fijian war club and the Indian brass lamp to Mr Benny Ng for safe keeping until the next conference in Hong Kong (China) in 2003.

All of the delegates then acknowledged the conclusion of a highly successful conference with prolonged acclamation.

A farewell dinner was hosted by The Honorable Hasanuddin that evening.

Appendix A

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Mr Harun

Head of Nusa Tenggara Barat District
Office of Department of Justice and
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Mr Rachsobawono

Head of Central Java District Office of
Department of Justice and Human
Rights – Indonesia

Mr Jauhar Fardin

Superintendent of Mataram Prison -
Indonesia

Mr Basmanizar

Superintendent of State Treasury for
Confiscated Goods – Indonesia

Mr Untung Sugiono

Superintendent of Surabaya Prison –
Indonesia

Mr Syamsul Anwar

Superintendent of Makasar Prison -
Indonesia

Mr Mashudi

Superintendent of Cirebon Prison –
Indonesia

Mr Djoko Mardjo Sutrisno

Superintendent of Malang Prison -
Indonesia

Mr Wawan Hendrawan

Superintendent of Tanjung Karang
Prison - Indonesia

Mrs Amalia	Superintendent of Tangerang Women - Prison – Indonesia
Mr Soemantri	Superintendent of Batu Prison - Indonesia
Mr Gunadi	Superintendent of Madiun Prison - Indonesia
Mr Hasnah	Superintendent of Malang Women Prison - Indonesia
Mr Mursalim	Superintendent of Samarinda Prison - Indonesia
Mr Abdul Chalim	Superintendent of Muara Bungo Prison -Indonesia
Mr Rahmat Priyo Sutardjo	Superintendent of Surabaya Detention House - Indonesia
Mr Havaluddin	Superintendent of Medan Detention House - Indonesia
Mr Bambang Krisbanu	Superintendent of Central of Jakarta Detention House – Indonesia
Mr Yon Suharyono	Superintendent of Ciamis Detention House - Indonesia
Mr Ma'mun	Superintendent of Ngawi Detention House – Indonesia
Mr ST. Bowo Nariwono	Superintendent of Wonosari Detention House – Indonesia
Mr I Wayan Kusmintha Dusak	Superintendent of Jenepono Detention House – Indonesia
Mr Ilham Djaya	Superintendent of Pekalongan Probation Center - Indonesia
Mr Abu Zeid Ra	Superintendent of Kraksaan Detention House – Indonesia
Mrs Purnianti	Penologist – Indonesia Directorate General Of Corrections Department of Justice and Human Rights of Republic of Indonesia

Mr Aliumir Alex Nevi

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PROGRAM OF THE 22ND APCCA 13 – 18 October 2002 Denpasar, Indonesia

SUNDAY, 13 OCTOBER, 2002

- 12.00 – 16.00 Registration at the Lobby of Bali Hilton International
- 14.00 – 16.00 Preliminary Business Meeting
(Venue: Kuta – Legian Room)
Head of delegations should be present
- Selection of presenters for agenda items 2, 3 and 4
 - Appointment of agenda sub committee for 23rd APCCA in 2003
 - Report of working group on APCCA future.
 - Report of APCCA finance sub committee.
 - Report of APCCA Permanent Secretariat :
 - Newsletters
 - Website
 - Regional Correctional Statistics
 - Arrangements for preparation of draft conference report
 - Other business
- 19.30 – 21.30 Welcome Reception including dinner at Samudra Room
(Dress code: smart casual).

MONDAY, 14 OCTOBER, 2002

- 09.00 – 10.00 Opening Ceremony
(Dress code: formal)
Officiated by Minister of Justice and Human Rights of The Republic Indonesia The Honorable Prof. Dr. Yusril Ihza Mahendra
- Welcome speech by Director General of Corrections, Department of Justice and Human Rights of Indonesia, The Honorable Adi Sujatno.
 - Speech by APCCA Coordinator, Prof. David Biles.
 - Official Opening Speech by Minister of Justice and Human Rights of Indonesia, the Honorable Prof.Dr. Yusril Ihza Mahendra.
 - Delivery of the APCCA symbols by the host of the 21st APCCA, Thailand, to the host of the 22nd APCCA, Indonesia.
- 10.00 – 10.30 Official Photograph (delegates only)

(Venue at the Lobby Entrance)
- 10.30 – 11.00 Refreshment Break
- 11.00 – 11.10 Election of the Conference Chairman

- 11.10 – 12.00 APCCA Conference Business
- Report of Working Group on APCCA future.
 - Report of APCCA Finance Sub Committee.
 - Report of APCCA Permanent Secretariat :
 - Newsletters
 - Website
 - Regional Correctional Statistics
 - Other business
- 12.00 – 13.00 Lunch
- 13.00 – 14.30 Agenda Item I
“National Report on Contemporary Issues In Corrections”
- 14.30 – 15.00 Refreshment Break
- 15.00 – 16.00 Agenda Item I (Continued)
- 19.30 – 20.00 Pre Dinner Cocktail at Vista Terrace
- 20.00 – 22.00 Rajalaya Theme Dinner at the Hotel Ballroom
Hosted by Minister of Justice and Human Rights of Republic Indonesia. The Honorable Prof.Dr. Yusril Ihza Mahendra.
(Dress Code: APCCA 22nd Traditional Batik, would be provided)

TUESDAY, 15 OCTOBER, 2002

- 09.00 – 10.30 Agenda Item 2
“Outsourcing of Correctional Services”
- 10.30 – 11.00 Refreshment Break
- 11.00 – 12.30 Agenda Item 3
“Recruitment, Training and Career Development of Correctional Staff”
- 12.30 – 13.30 Lunch
- 13.30 – 15.00 Agenda Item 4

“The Reception and Classification of Prisoners as the Key to Rehabilitation”
- 15.00 – 15.30 Refreshment Break
- 15.30 – 16.15 Presentations by private correctional agencies
- 19.30 – 22.00 Balinese Village Night Theme Dinner at the Balinese Theatre, Hilton hosted by the Honorable Adi Sujatno, Director General of Corrections
(Dress Code: APCCA 22nd Polo Shirt, Sarong & Udeng would be provided)

WEDNESDAY, 16 OCTOBER, 2002

09.00 – 10.30	Specialist Workshops 1. Correctional Standards, Service Quality, Benchmarking and the Risk of Reoffending (Venue: Ball Room), and 2. Community Participation and Engagement in Corrections (Venue: Samodra Room).
10.30 – 11.00	Refreshment Break
11.00 – 12.00	Other special interest group meetings as required
12.00 – 13.00	Lunch
13.00 – 14.00	Preparation to visit Krobokan Prison, Denpasar
14.00 – 15.00	Depart from hotel to Krobokan Prison, Denpasar
15.00 – 16.00	Visit Krobokan Prison
16.00 – 17.00	Depart from Krobokan Prison for Sunset at Pura Uluwatu
18.30 – 19.00	Depart from Pura Uluwatu to Bali Hilton International
19.30	Seafood Barbeque Dinner in Beach Garden (Dress Code APCCA 22 nd Balinese Shirt, would be provided)

THURSDAY, 17 OCTOBER, 2002

08.00 – 09.00	Depart from Bali Hilton International for Denpasar Court
09.00 – 10.00	Visit Denpasar Court
10.00 – 11.00	Depart from Court to Bangli Prison, Bangli
11.00 – 12.00	Visit Bangli Prison, Bangli
12.00 – 13.00	Depart from Bangli Prison to Kintamani
13.00 – 14.00	Lunch at the scenic location of Kintamani
14.00 – 15.30	Depart Kintamani to Bali Hilton International
16.00 – 17.00	Agenda sub committee for 23 rd APCCA meeting
18.00	Circulation of draft conference report Rest of evening free

FRIDAY, 18 OCTOBER, 2002

09.00 – 10.00	APCCA Business <ul style="list-style-type: none"> • Future APCCA Hosts • Agenda Item for 23rd APCCA • Conference Resolutions
10.00 – 10.30	Refreshment Break

- 10.30 – 11.30 Closing Ceremony to be officiated by Secretary General of Ministry of Justice and Human Rights of The Republic of Indonesia, The Honorable Hasanuddin
- 12.00 – 13.00 Free Programme (Friday Prayer for Moslems)
- 13.00 – 14.00 Lunch
- 14.00 – 16.00 Visit several exciting place around Bali (would be informed later)
- 20.00 – 21.30 Farewell Dinner at the Bali Hilton International Ballroom, hosted by Secretary General of Ministry of Justice and Human Rights, The Honorable Hasanuddin
(Dress Code : Batik/ National Dress)

SATURDAY, 19 OCTOBER, 2002

- 08.00 - Hotel check out and Departure

SPOUSES PROGRAMME

SUNDAY, 13 OCTOBER, 2002

- 12.00 – 16.00 Registration at the Hotel Lobby
- 19.30 – 21.30 Welcome Reception including dinner

MONDAY, 14 OCTOBER, 2002

- 08.00 Depart the Hotel to Tampak Siring
- 10.30 Visit Tampak Siring
- 11.30 Depart Tampak Siring to Ubud
- 12.30 Visit Ubud and Lunch at Bali Zoo Park
- 13.30 Depart Bali Zoo Park to Kuta beach
- 14.30 Visit Kuta Beach
- 16.30 Return to hotel
- 19.30 Dinner at the Hotel
 Hosted by Minister of Justice and Human Rights of Republic Indonesia. The
 Honorable Prof.Dr. Yusril Ihza Mahendra.

TUESDAY, 15 OCTOBER, 2002

- 08.00 Depart the Hotel to Besakih Temple
- 11.00 Visit Besakih Temple
- 12.00 Depart the Besakih Temple to Bukit Jambul
- 12.30 Visit Bukit Jambul and Lunch
- 13.30 Depart Bukit Jambul to Sukawati Market
- 15.00 Visit Sukawati Market
- 16.00 Depart Sukawati Market to Hotel
- 19.30 Balinese Cultural Dinner,
 Hosted by the Honorable Adi Sujatno, Director General of Corrections

WEDNESDAY, 16 OCTOBER, 2002

- 08.00 Depart the Hotel to Batu Bulan
- 09.30 Visit Barong Dance in Batu Bulan
- 10.40 Depart Batu Bulan to the Hotel
- 12.30 Lunch at the Hotel and preparation for visit Krobokan Prison
- 15.00 Depart the Hotel to Krobokan Prison
- 16.00 Visit Krobokan Prison
- 17.00 Depart Krobokan Prison to Sunset at Pura Uluwatu
- 19.00 Depart Pura Uluwatu to Hotel
- 19.30 Seafood Barbeque Dinner in Beach Garden

THURSDAY, 17 OCTOBER, 2002

- 08.00 Depart the Hotel to Denpasar Court
- 09.00 Visit Denpasar Court
- 10.00 Depart Court to Bangli Prison
- 11.00 Visit Bangli Prison
- 12.00 Depart Bangli Prison to Kintamani
- 13.00 Lunch at the scenic location of Kintamani
- 14.00 Depart Kintamani to Hotel
- 19.00 Rest of evening free

FRIDAY, 18 OCTOBER, 2002

- 20.00 Farewell Dinner at the Hotel, hosted by Secretary General of Minister of Justice and Human Rights, The Honorable Hasanuddin.

SATURDAY, 19 OCTOBER, 2002

- 08.00 Hotel check out and departure

Appendix D

Summary of Substantive Agenda Items at Conferences No 1 to 22

1. Hong Kong, 1980

- 1) Trends and Problems
- 2) Alternatives to Imprisonment and Effects of Prison Management
- 3) Management Services
- 4) Sixth UN Congress – Implications for Asia Pacific

2. Thailand (Bangkok), 1981

- 1) Prison Industry
- 2) Remands
- 3) The Status Of Prison Officers and Human Rights
- 4) Prisoners Exchange Arrangements in Asia and the Pacific

3. Japan (Tokyo), 1982

- 1) Staff Development
- 2) Release Under Supervision
- 3) Vocational Training
- 4) Classification and Categorization of Prisons

4. New Zealand (Wellington), 1983

- 1) Developing Public Awareness in Corrections
- 2) Novel and New Problems and Programmes in the Regions

- 3) Young Offenders in Corrections
- 4) The Problem of Drug Offenders in Prison
- 5) Prison Health Services
- 6) Prison Industries

5. Tonga, 1984

- 1) The Use of Technology in Prisons
- 2) The Role of Volunteers in Prisons in Relation to Programmes for Inmates
- 3) Problem for the Physically and Mentally Handicapped in Prison
- 4) Mechanism Used by Various Jurisdictions to Monitor Crime and Incident Rates in Prisons
- 5) The Definition of Recidivism

6. Fiji (Suva), 1985

- 1) Investigations of Incidents in Prisons
- 2) Facilities and Programmes for Female Prisoners Including Those Inmates with Children
- 3) Extent and Use of Minimum Force in Prisons
- 4) Recruitment and Development Training
- 5) Changing Responsibilities of Correctional Administrators

7. Republic of Korea (Seoul), 1986

- 1) Remandees : Management, Accommodation and Facilities
- 2) Draft Standard Minimum Rules for the Treatment of Prisoners
- 3) Educational Opportunities in Prison, with Particular Reference to Primary and Reintegrative Education
- 4) International Transfer of Prisoners within Asia and the Pacific

- 5) Providing Employment for Inmates

8. Malaysia (Kuala Lumpur), 1987

- 1) Counter Measure to Overcrowding in Prisons
- 2) Work Release and Associated Matters
- 3) Effective Links between Prison Industry and the Private Sector
- 4) Impact on Prison Management of External Monitoring
- 5) Regional Cooperation for Training of Prison Officers

9. Australia (Sydney and Melbourne), 1988

- 1) Trends and Patterns in Penal Populations : Size, Composition, Type and Characters
- 2) Inter-agency Co-operation within the criminal Justice System, namely between corrections and Other Agencies
- 3) Safeguarding Human Rights within the Penal System
- 4) The Media, its Power and Influence upon Corrections System

10. India (New Delhi), 1989

- 1) Current Penal Philosophy
- 2) Current Alternatives to Prison
- 3) Changing Work Role of Prison Staff
- 4) Current Crisis Management Techniques

11. People's Republic of China (Beijing), 1991

- 1) Correctional Statistics Research and Development
- 2) Prison Education, Training and Work
- 3) Discipline and Grievance Procedures

- 4) Prison and Community

12. Australia (Adelaide), 1992

- 1) Prison Health Issues
- 2) New Developments in Community Corrections
- 3) Private Industry and Prison Management
- 4) International Co-operation in Corrections

13. Hong Kong, 1993

- 1) Rights and Treatment of Unconvicted Prisoners
- 2) The Effective Treatment of Different Types of Offenders
- 3) Public Awareness and Support for Corrections
- 4) International Co-operation for Corrections

14. Australia (Darwin), 1994

- 1) Management of Intractable and Protection Prisoners
- 2) The Effective Treatment of Different Types of Offenders
- 3) Public Awareness and Support for Corrections
- 4) Staffing and Management Systems in Corrections

15. Japan (Tokyo and Osaka), 1995

- 1) Prison Health Issues
- 2) Contemporary Issues in Correctional Management
- 3) Classification and Treatment of Offenders
- 4) Impact of External Agencies on Correctional Management

16. New Zealand (Christchurch), 1996

- 1) Community Involvement in Corrections
- 2) Provision of Food and Health Services in Prisons
- 3) Special Issues Relating to the Management of Female Offenders
- 4) International Co-operation at the Global, Regional and Sub-Regional Levels

17. Malaysia (Kuala Lumpur), 1997

- 1) National Report on Contemporary Issues
- 2) Vocational Training and the Work of Prisons
- 3) Private Sector Involvement in Corrections
- 4) Prison Staff : Recruitment, Training and Career Development

18. Canada (Vancouver), 1998

- 1) National Report on Contemporary Issues in Corrections
- 2) Best Practice in the Treatment of Offenders
- 3) Creating and Sustaining the Interest of the Community and Government in Corrections
- 4) The Application of Technology in Prison Design and Management

19. People's Republic of China (Shanghai), 1999

- 1) National Report on Contemporary Issues in Corrections
- 2) The Correction or Re-education of Young Offenders
- 3) Defining and Clarifying The Role and Function in Prisons with a View to:
 - a) Reducing Recidivism;
 - b) Reducing the Negative Impact of Prison on the Families of Convicted and Unconvicted Criminals; and
 - c) Enhancing the Use of Community Corrections
- 4) Corrections in the New Millenium : Challenges and Responses

20. Australia (Sydney), 2000

- 1) National Reports on contemporary Issues in Corrections
- 2) Woman Prisoners
- 3) Community Involvement in Corrections
- 4) Health Issues in Corrections

21. Thailand (Chiang Mai), 2001

- 1) National Report on Contemporary Issues in Corrections
- 2) Foreign Prisoners and International Transfer
- 3) Drug Offenders-Psychological and Other Treatment
- 4) The Management of Special Groups of Offenders

22. Indonesia (Bali), 2002

- 1) National Report on Contemporary Issues in Corrections
- 2) Outsourcing of Correctional Services
- 3) Recruitment, Training and Career Development of Correctional Staff
- 4) The Reception and Classification of Prisoners as the Key to Rehabilitation

Appendix E

Working Group Report

Introduction

1.1 At the 21st Annual Conference held in Chiang Mai, Thailand in October 2001, the APCCA resolved *inter alia* that a working group be formed “to address possible arrangements for putting the APCCA on a clearer footing for the future. APCCA members to indicate who wishes to participate and a team be chosen from those so interested.” (P.41, Report of the 21st APCCA).

1.2 The Working Group on Formalisation Issues was subsequently formed, comprising representatives from seven jurisdictions - Australia (represented by the Northern Territory Corrective Services), Canada, China, Republic of Korea, Singapore, Thailand and Hong Kong. The Working Group formally met on the 10th, 11th and 12th July 2002 in Hong Kong and make a host of recommendations which are summarised as follows.

Summary of Recommendations

Formal Constitution and Mission

2.1 The APCCA shall remain as an intergovernmental organisation not subject to international law.

2.2 A Joint Declaration as the constitutive instrument to formally state the purpose, scope of activities, organisation and procedures of the APCCA should be adopted.

Broader Objectives and Activities

- 2.3 The following purpose of the APCCA should be adopted and written into the Joint Declaration: *“To provide a forum for government officials responsible for prison or correctional administration within the Asia-Pacific Region to share ideas and practices in the professional area of correctional administration and develop networks aimed at fostering co-operation.”*
- 2.4 The APCCA shall carry out the following activities: (a) to organise conferences, seminars and workshops; (b) to promote co-operation and collaborative initiatives between members in areas of common interest; (c) to promote staff exchanges and study visits; (d) to promote best practices; (e) to compile regional correctional statistics; and (f) to conduct any other activities as approved by the Governing Board and/or the Annual Conference.

Definition of Membership

- 2.5 The membership of the APCCA shall be confined to the government agencies or departments responsible for prison or correctional administration within the Asia-Pacific Region. A territory or an area of a sovereign state may participate in the APCCA on its own, subject to the consent of the sovereign state and the endorsement of the APCCA Government Board.
- 2.6 A country, territory or an area that attends the Annual Conference in a particular year in accordance with the Joint Declaration, shall be deemed to be a member of the APCCA for five consecutive years starting from that year. A member is required to sign the Joint Declaration to qualify as an APCCA member and may withdraw from the APCCA by written notice to the APCCA Secretariat at any time.
- 2.7 The Annual Conference host shall continue to have the prerogative to invite attendance.

Membership Fee

- 2.8 The system of voluntary contributions by member jurisdictions and the present level of agreed contributions to the APCCA Fund should be maintained.

Administrative Structure

2.9 The Annual Conference shall be the ultimate authority and its powers should be clearly defined in the Joint Declaration as follows: (a) To set policies on APCCA directions, programmes, activities and expenditures; (b) To confirm the rotating membership of the Governing Board; (c) To appoint Finance Committee members; (d) To decide on the host of the APCCA Secretariat; and (e) To consider and adopt or reject the APCCA Fund Administrator's annual report.

2.10 The Advisory Committee should be transformed into a Governing Board with its mandate, composition, quorum requirement and mode of decision-making clearly prescribed in the Joint Declaration.

2.11 The Governing Board shall comprise of a maximum of 14 members including the Board Chair. The composition shall be as follows:

- (a) Chair - the host of the forthcoming Annual Conference shall be the Chair;
- (b) Elected membership - there shall be four elected members. Each year, there shall be an election for one of the four seats;
- (c) Previous host membership - the previous host membership shall consist of the past three consecutive host countries/territories/areas of the Annual Conferences;
- (d) Rotating membership - the rotating membership shall consist of three reversed alphabetically chosen countries/territories/areas attending the current year's Annual Conference; and
- (e) Secretariat host membership - the Secretariat host(s) shall be member(s).

2.12 The current hosting arrangement for the APCCA Secretariat should be maintained and its appointment be reviewed every two years.

2.13 The functions of the APCCA Secretariat should be formally written into the Joint Declaration as follows:

- (a) To be a focal contact point between the APCCA and its members, and between the APCCA and other individuals and organisations;
- (b) To maintain and distribute the APCCA materials and documents;
- (c) To publish and distribute the APCCA Newsletter;
- (d) To operate the APCCA web site;

- (e) To be the APCCA Fund Administrator;
- (f) To implement the resolutions and exercise such powers as authorised by the Annual Conference and/or the Governing Board; and
- (g) To serve as Secretary to the Governing Board meetings in case the Rapporteur is not available.

Decision Making

- 2.14** The APCCA shall operate by consensus. When a consensus is clearly not possible, decisions may be reached by a simple majority of the APCCA members in attendance. Any decisions not reached through consensus shall not be binding.

Conference Hosting Arrangement

- 2.15** The current system of voluntary offers of hosting should be maintained.

Mode of Conducting the Annual Conference

- 2.16** The Programme Committee should make reference to the ICPA in designing programmes for subsequent APCCA Conferences.

- 2.17** The Programme Committee should liaise with the APCCA members and invite their suggestions and contributions on proposed agenda items; discuss the inputs and draw up appropriate agenda items for the consideration of the Governing Board and the APCCA members well before the Annual Conference.

APPENDIX F

Report on Administration of Asian and Pacific Conference of Correctional Administrators Fund for the period from 1 October 2001 to 30 September 2002

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 Co-ordinator 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 statements of the Fund would be tabled at the APCCA meetings.

Two Finance Sub-committee meetings were held in Chiang Mai, Thailand, on 26 October 2001 and via teleconferencing on 10 July 2002 respectively. A number of decisions in relation to the APCCA Fund were made: -

- (a) an annual honorarium of US\$10,000 be given to Professor David Biles as APCCA Coordinator cum Rapporteur for the year 2002;
- (b) an annual honorarium of US\$7,500 be given to Professor Biles as Rapporteur and US\$2,500 to Dr. Neil Morgan as Co-rapporteur for the year 2003 and 2004 respectively;

- (c) an honorarium of US\$2,500 be paid, as a one-off offer, to Dr. Morgan for his work for the 22nd APCCA as Co-rapporteur; and
- (d) the corporate gifts purchased using the APCCA Fund should be made accessible to the APCCA members for use in APCCA-related activities, and maintained by the Secretariat.

The decisions reached by the Finance Sub-committee with respect to items (a) to (c) above were subsequently endorsed by the APCCA Advisory Committee.

As at 30 September 2002, the payment of US\$10,000 in respect of item (a) above had been made. In addition, members of the Finance Sub-committee had agreed to pay the sum of US\$2,928 to the Australian Institute of Criminology for the ongoing development and maintenance of APCCA Website 2001/2002, which was effected in November 2001. Another payment of US\$315 to the Singapore Prisons Department for the reimbursement of APCCA Newsletter production for June 2002 issue was made in September 2002.

Contribution

While contributions from any jurisdictions would be welcome, it was agreed in the previous Conferences that the following scheme of voluntary contributions should continue: -

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) = US\$ 5,000

Total US\$ 22,000

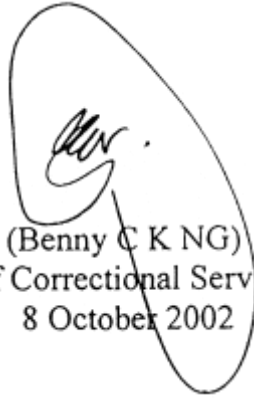
Progress and Results

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

For the year ended 30 September 2002, a total of US\$18,961 agreed contributions were received. In addition, a sum of US\$5,457, being voluntary contributions by Australia (Northern Territory), Macau, Papua New Guinea, Philippines, Thailand and Vietnam (for the year 2001) was received. Thus total contributions amounted to US\$24,418. Total expenditure for the year was US\$13,243. After deducting a bank charge of US\$32 and taking into account bank interest income of US\$27, there was a surplus of US\$11,170 for the year. With a balance of US\$37,168 brought forward from the previous year, the Fund had an accumulated surplus of US\$48,338 as at 30 September 2002. Please refer to the attached financial statements for details.

Vote of Thanks

I wish to express my appreciation to those jurisdictions that have contributed to the Fund especially in these difficult financial times for the region. Members' 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.



(Benny C K NG)
Commissioner of Correctional Services, Hong Kong
8 October 2002

Asian and Pacific Conference of Correctional Administrators (APCCA) Fund
Balance Sheet as at 30 September 2002

	Note	2002	2001
Assets		US\$	US\$
Cash at bank		48,331	37,089
Interest receivable		7	85
		48,338	37,174
Less: Liabilities			
Advance contribution received	4	-	6
		<u>48,338</u>	<u>37,168</u>

Representing

Accumulated Fund:

Accumulated Surplus

(i) As at beginning of the year	37,168	31,250
(ii) Surplus for the year	11,170	5,918
	<hr/>	<hr/>
	<u>48,338</u>	<u>37,168</u>

Asian and Pacific Conference of Correctional Administrators (APCCA) Fund

Income and Expenditure Statement

for the period from 1 October 2001 to 30 September 2002

Income	Note	US\$	2002 US\$	2001 US\$
Contributions Received	1			
<i>(a) Requested Contributions Received</i>				
Australia				
New South Wales		1,000		
Queensland		1,000		
South Australia		1,000		
Victoria		1,000		
Western Australia		1,000		
Brunei		980		
Canada		3,000		
Hong Kong		1,000		
<i>Japan</i>		3,000		
Korea		1,000		
Malaysia		981		
New Zealand		3,000		
Singapore		1,000		
Sub-total		<hr/>	18,961	18,970

(b) Additional Contributions Received

Australia

Northern Territory 1,000

Macau 1,000

Papua New Guinea 957

Philippines 500

Thailand 1,000

Vietnam - For year 2001* 1,000

Sub-total 5,457 2,000

Total Contributions Received (a + b) 24,418 20,970

Less: Bank Charges 32 25

Actual Amount Received 24,386 20,945

Add: Interest Income 2 27 807

Total Income 24,413 21,752

Less: Expenditure 1

Australian Institute of Criminology - ongoing
development & maintenance of APCCA Website
2001/2002 2,928 2,889

Reimbursement of corporate gifts expenditure to APCCA Co-ordinator	-	806
Reimbursement of air fares & accommodation to APCCA Co-ordinator	-	2,139
Honorarium to APCCA Co-ordinator	10,000	10,000
Reimbursement of APCCA Newsletter production for June 2002 Issue to Singapore Prisons Department		
	3	-
	<u>315</u>	<u>-</u>
Total Expenditure	13,243	15,834
	<u>13,243</u>	<u>15,834</u>
Net Surplus	<u>11,170</u>	<u>5,918</u>

*: Being contribution for the year 2001 received after the 21st APCCA Conference

Notes

1. Contribution and expenditure are accounted for on cash basis (except for the adjustment in Note 3 below).
2. Interest income is accounted for on accrual basis.
3. Amount comprised :

US \$

Original payment made to Singapore by	
telegraphic transfer on 25.09.2002	558

Less:

Refund of overpayment received from	
Singapore by telegraphic transfer on	
03.10.2002	<u>(243)</u>
	<u>315</u>

- 4 Cash at bank represents the balance as at 30.09.2002 plus the amount of overpayment refunded by Singapore on 03.10.2002 as mentioned in Note 3 above.

Voluntary Contribution Received (2002)

Jurisdiction	(a) Intended Contribution (US\$)	(b) Overseas Bank Charges (US\$)	(C)=(a)+ (b) Actual Amount Received (US\$)	Received on
Australia Northern Territory	1,000.00	-	1,000.00	02.02.2002
Macau	1,000.00	-	1,000.00	24.06.2002
Papua New Guinea	956.95	6.42	950.53	20.09.2002
Philippines	500.00	-	500.00	18.01.2002
Thailand	1,000.00	-	1,000.00	02.02.2002

Vietnam	*1,000.00	-	1,000.00	01.11.2001
Total	5,456.95	6.42	5,450.53	

*: Being contribution for the year 2001 received after 21st APCCA Conference.

Report on Audit of the Financial Statements of the Asian and Pacific Conference of Correctional Administrators (APCCA) Fund

Introduction

At the 18th APCCA held in Canada, the full Conference agreed that a small audit committee comprising the leaders of the current host jurisdiction and the most recent host jurisdiction should review the work of the APCCA Finance Sub-committee and report to the next full Conference.

Opinion

We have audited the financial statements of the APCCA Fund which have been prepared by the Hong Kong Correctional Services Department, the Administrator of the Fund.

In our opinion the financial statements give a true and fair view, in all material aspects, of the state of affairs of the Fund for the period 1 October 2001 to 30 September 2002.



ADI SUJATNO

Indonesia

Date : 13 - OCT - 2002, -

Pompita Norapoomipat

(Ms. Pompita Norapoomipat)
Thailand

Date : 13 OCT 2002

APPENDIX G

Correctional Statistics For Asia and The Pacific

Compiled by APCCA Secretariat (Hong Kong Correctional Services Department)

Annual Digest 2002

- “ The statistical tables shown in this digest were derived from information provided by members of the Asian and Pacific Conference of Correctional Administrators.

- “ Please note that international comparisons be made with caution, as it is not possible to ensure that all members use the same terminology and definition in reporting the above statistics.

Table 1**Prisoners by Gender and Imprisonment Rates, Asia and the Pacific, mid 2002**

Country/Territory	Male	Female	Total	General Population (‘000)	Imprisonment Rate (per 100 000 population)
Australia	20 371	1 448	21 819	19 657	111.0
Brunei Darussalam	423	31	454	332	136.7
Cambodia	5 806	322	6 128	12 500	49.0
Canada ¹	29 970	1 577	31 547	30 770	102.5
China	1 448 012	64 182	1 512 194	1 295 330	116.7
Cook Islands	23	1	24	20	117.6
Fiji	873	24	897	775	115.7
Hong Kong, China	9 857	2 463	12 320	6 800	181.2
India ²	262 990	9 089	272 079	1 027 000	26.5
Indonesia ³	57 377	2 111	59 488	206 265	28.8
Japan	63 730	3 525	67 255	127 450	52.8
Kiribati	63	1	64	84	75.7
Korea	58 151	3 319	61 470	47 700	128.9
Macao, China	801	109	910	437	208.3
Malaysia	27 476	1 328	28 804	23 000	125.2
Mongolia	6 960	296	7 256	2 442	297.1
New Zealand	5 623	258	5 881	3 939	149.3
Papua New Guinea	3 162	140	3 302	4 927	67.0
Philippines	23 467	933	24 400	76 503	31.9
Singapore	14 621	1 689	16 310	4 131	394.8
Sri Lanka	16 871	614	17 485	18 732	93.3
Thailand	202 606	48 258	250 864	62 309	402.6
Tonga	110	0	110	100	110.0
Vanuatu	93	3	96	200	48.0

¹ refers to adult inmates aged 18 years and above in provincial and federal institutions for the year of 2000-2001

² refers to 31.12.2000

³ refers to the year of 2001

**Imprisonment Rate (per 100 000 population)
Asia and the Pacific, mid 2002**

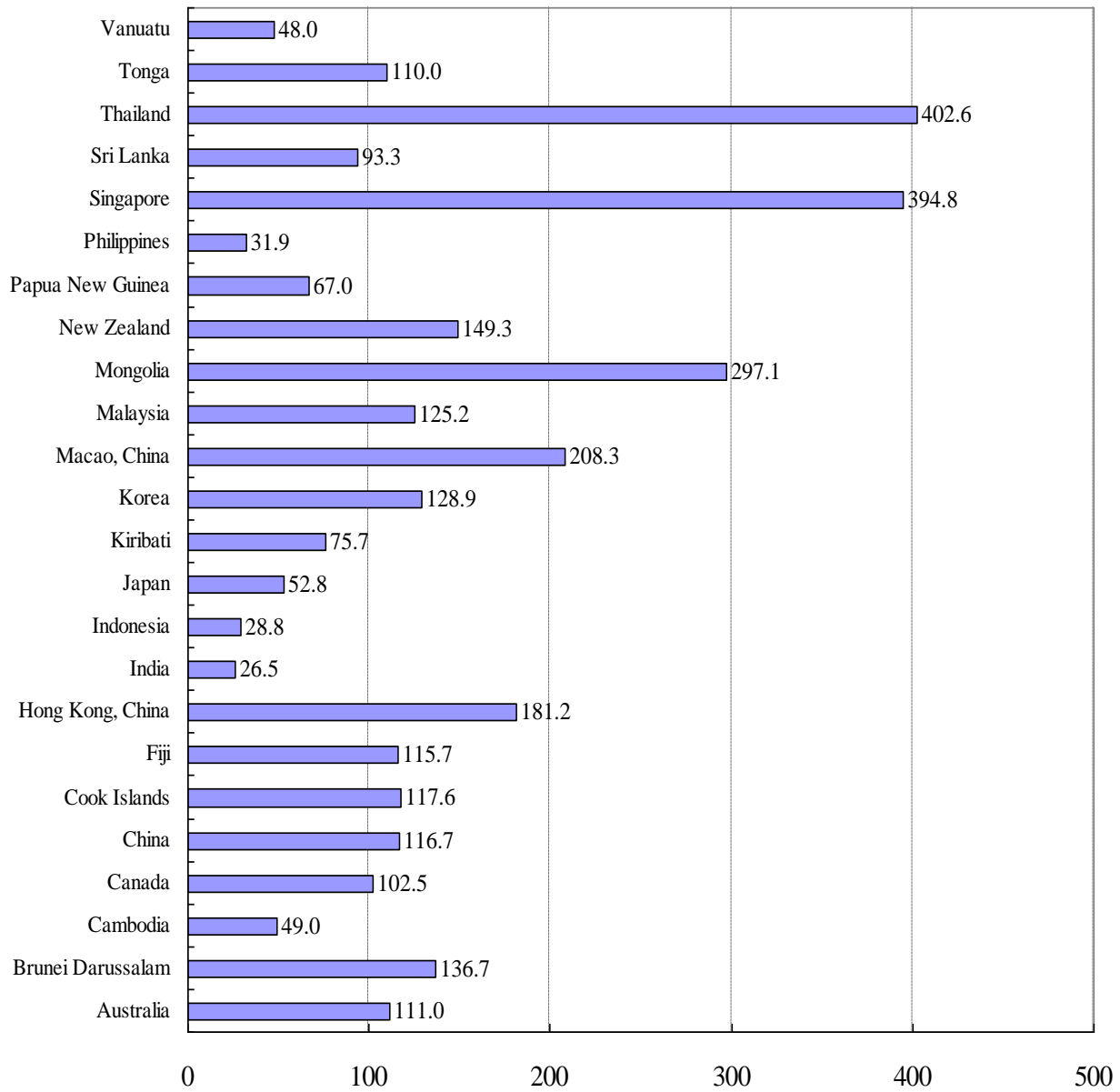


Table 2**Unconvicted Remandees, Per Cent and Rate, Asia and the Pacific, mid 2002**

Country/Territory	Unconvicted Remandees	Percentage of Remandees	Remand Rate (per 100 000 population)
Australia	4 373	20.0%	22.2
Brunei Darussalam	41	9.0%	12.3
Cambodia	2 124	34.7%	17.0
Canada ¹	7 862	24.9%	25.6
Cook Islands	3	12.5%	14.7
Fiji	107	11.9%	13.8
Hong Kong, China	1 292	10.5%	19.0
India ²	208 104	76.5%	20.3
Indonesia ³	21 447	36.1%	10.4
Japan	11 792	17.5%	9.3
Kiribati	2	3.1%	2.4
Korea	23 232	37.8%	48.7
Macao, China	158	17.4%	36.2
Malaysia	8 396	29.1%	36.5
New Zealand	975	16.6%	24.8
Papua New Guinea	1 163	35.2%	23.6
Singapore	1 922	11.8%	46.5
Sri Lanka	10 245	58.6%	54.7
Thailand	86 467	34.5%	138.8
Tonga	9	8.2%	9.0
Vanuatu	6	6.3%	3.0

¹ refers to adult inmates aged 18 years and above in provincial and federal institutions for the year of 2000-2001

² refers to 31.12.2000

³ refers to the year of 2001

Table 3**Prison Staff and Staff : Prisoners Ratios, Asia and the Pacific, mid 2002**

Country/Territory	Total Prison Staff	Prisoners per Staff Member
Australia	10 078	2.0
Brunei Darussalam	274	1.7
Cambodia	1 700	3.6
Canada ¹	29 898	1.1
China	283 157	5.3
Cook Islands	19	1.3
Fiji	479	1.9
Hong Kong, China	5 742	2.1
India ²	41 067	6.6
Indonesia ³	23 015	2.6
Japan	17 017	4.0
Kiribati	30	2.1
Korea	12 192	5.0
Macao, China	468	1.9
Malaysia	9 300	3.1
Mongolia	1 800	4.0
New Zealand	2 714	2.2
Papua New Guinea	1 247	2.6
Philippines	2 362	10.3
Singapore	1 845	8.8
Sri Lanka	4 751	3.7
Thailand	10 167	25.4
Tonga	82	1.3
Vanuatu	34	2.8

¹ refers to adult inmates aged 18 years and above, and staff working in provincial and federal institutions for the year of 2000-2001

² refers to 31.12.2000

³ refers to the year of 2001

Table 4**Probation and Parole Numbers and Rates, Asia and the Pacific, mid 2002**

Country/Territory	Offenders serving	Probation Rate (per 100 000 population)	Offenders serving	Parole Rate (per 100 000 population)
Australia	44 704	227.4	8 780	44.7
Canada ¹	100 526	326.7	9 508	30.9
Fiji	68	8.8	23	3.0
Hong Kong, China	4 486	66.0	3 132	46.1
India ²	---	---	12 671	1.2
Indonesia ³	816	0.4	4 721	2.3
Japan	15 797	12.4	7 130	5.6
Kiribati	---	---	24	28.4
Korea	45 348	95.1	7 946	16.7
Macao, China	76	17.4	66	15.1
New Zealand	16 158	410.2	1 807	45.9
Philippines	40 556	53.0	19 528	25.5
Singapore	225	5.4	---	---
Sri Lanka	---	---	68	0.4
Thailand	101 776	163.3	27 820	44.6

* including Community Service Orders

¹ refers to the year of 2000-2001

² refers to 31.12.2000

³ refers to the year of 2001

APPENDIX H

APCCA Joint Declaration

Representatives of government agencies and departments responsible for prison or correctional administration from Australia, Brunei Darussalam, Cambodia, Canada, China, Hong Kong (China), Fiji, India, Indonesia, Japan, Republic of Korea, Malaysia, Mongolia, New Zealand, Philippines, Singapore, Sri Lanka, Tonga, Thailand and Vietnam met in Bali, Indonesia on 18 October 2002,

Recalling the long history of development of and sustained cohesion in the Asian and Pacific Conference of Correctional Administrators;

Conscious of the support and personal involvement of senior correctional administrators from states, territories and areas which together share a well-defined geographical identity and represent a sizable world population;

Mindful of the existence of common interests and problems among correctional jurisdictions within the Asia-Pacific Region and convinced of the need to strengthen existing relationships and further co-operation;

Taking into account the differences in the stages of economic development and in the cultural and socio-political systems in the region;

Recognising equality, trust and mutual respect being the basis of communication and co-operation;

Acknowledging the informal nature of the grouping based on the principles of voluntariness and consensus;

Desiring to give the Asian and Pacific Conference of Correctional Administrators a more professional identity;

Do hereby declare as follows:

1. The purpose of the Asian and Pacific Conference of Correctional Administrators (hereinafter referred to as the APCCA) is to provide a forum for government officials responsible for prison or correctional administration within the Asia-Pacific Region to share ideas and practices in the professional area of correctional administration and develop networks aimed at fostering co-operation.

Definitions

2. For the purposes of this Joint Declaration:-

- (a) "Annual Conference" means the Annual Conference referred to in Paragraph 7;
- (b) "APCCA Fund" means the APCCA Fund referred to in Paragraph 28;
- (c) "APCCA Secretariat" means the APCCA Secretariat referred to in Paragraph 19;
- (d) "Finance Committee" means the Finance Committee referred to in Paragraph 22;

- (e) “APCCA Fund Administrator” means the APCCA Fund Administrator referred to in Paragraph 31;
- (f) “Governing Board” means the Governing Board referred to in Paragraph 13; and
- (g) “Rapporteur” means the Rapporteur referred to in Paragraph 24.

Scope of activities

3. For the purpose stated in Paragraph 1, the APCCA will carry out the following:
- (a) To organise conferences, seminars and workshops;
 - (b) To promote co-operation and collaborative initiatives between members in areas of common interest;
 - (c) To promote staff exchanges and study visits;
 - (d) To promote best practices;
 - (e) To compile regional correctional statistics; and
 - (f) To conduct any other activities as approved by the Governing Board and/or the Annual Conference.

Membership

4. Membership of the APCCA will be confined to the government agencies and departments responsible for prison or correctional administration within the Asia-Pacific Region.

5. A territory or an area of a sovereign state may participate in the APCCA on its own, subject to the consent of the sovereign state and the endorsement of the Governing Board.

6. Membership in the APCCA entitles a member to vote and to be elected to office.

Organisation

7. There will be an Annual Conference. The host state, territory or area will be responsible for all the activities in the organisation of this Conference.

8. The Annual Conference will be held at such time and place as the Governing Board may determine in consultation with the Annual Conference host.

9. The Annual Conference will be the ultimate authority to govern the affairs of the APCCA, and may issue guidelines to the Governing Board and the APCCA Secretariat for the operation and management of the APCCA.

10. The Annual Conference has the power to:
- (a) set policies on directions, programmes, activities and expenditures;
 - (b) decide on practices and procedures;
 - (c) confirm the membership of the Governing Board;
 - (d) appoint Finance Committee members and, in case of joint APCCA Secretariat hosts, the APCCA Fund Administrator;
 - (e) decide on the host(s) of the APCCA Secretariat;
 - (f) endorse the appointment and approve the duties of the Rapporteur;
 - (g) endorse agreed contributions to the APCCA Fund; and
 - (h) consider and adopt or reject the APCCA Fund Administrator’s annual report.

11. The host of a current Annual Conference will preside as the Chair at the Annual Conference.

12. The APCCA and its Annual Conference operate by consensus. When a consensus is clearly not possible, decisions may be reached by a simple majority vote of the APCCA members in attendance of the Annual Conference and a declaration by the Chair of the Annual Conference that a resolution has been carried. Each member has one vote and no proxy vote will be allowed. The Chair will cast the deciding vote in case of a tie. APCCA members will endeavour to follow decisions concerning internal matters of the APCCA that are reached by consensus.

13. The governing body of the APCCA will be the Governing Board, which is responsible for:

- (a) directing all activities relating to the purpose of the APCCA;
- (b) managing the business of the APCCA as directed by the Annual Conference;
- (c) providing advice on the APCCA activities and conference business;
- (d) identifying and recommending suitable APCCA members to host the APCCA Secretariat;
- (e) identifying and recommending a suitable person to serve as Rapporteur, as required, for the endorsement of the Annual Conference; and
- (f) recommending agenda items for each Annual Conference.

14. There will be a maximum of 13 Governing Board members, including the Board Chair. The composition of the Governing Board for a particular year will be as follows:

- (a) Board Chair - the host of the forthcoming Annual Conference will be the Board Chair;
- (b) Elected membership - there will be four elected members. Each year, there will be an election for one of the four seats;
- (c) Previous host membership - the previous host membership will consist of the past three consecutive host states/territories/areas of the Annual Conferences previous to the host of the forthcoming Annual Conference;
- (d) Rotating membership - the rotating membership will consist of three reversed alphabetically chosen states/territories/areas attending the current year's Annual Conference; and
- (e) Secretariat host membership - the APCCA Secretariat host(s) appointed for the period between the current and the forthcoming Annual Conference will be member(s).

15. The Governing Board will hold office from the conclusion of the Annual Conference at which its composition is confirmed until the conclusion of the next Annual Conference.

16. The Governing Board will meet at least once a year at such time and place as the Board Chair may determine.

17. Five Governing Board members will constitute a quorum for the meetings of the Governing Board. The Governing Board will operate by consensus. Where consensus is not reached, decisions of the Governing Board may be made by a simple majority vote of the members present. Each member, regardless of whether he serves on the Governing Board in

more than one capacity, will have one vote. The Board Chair will abstain from voting unless there is a tie.

18. The Governing Board may transact business by means other than meetings and a decision by a simple majority of its members will be valid.

19. There will be an APCCA Secretariat to provide support services to the APCCA and to the Governing Board.

20. The APCCA Secretariat will:

- (a) be a focal contact point between the APCCA and its members, and between the APCCA and other individuals and organisations;
- (b) maintain and distribute the APCCA materials and documents;
- (c) publish and distribute the APCCA Newsletter;
- (d) operate the APCCA web site;
- (e) be the APCCA Fund Administrator;
- (f) implement the resolutions and exercise such powers as authorised by the Annual Conference and/or the Governing Board; and
- (g) serve as the secretary to the Governing Board meetings in case the Rapporteur is not available.

21. The Annual Conference will appoint one or two APCCA members to discharge the APCCA Secretariat functions. The appointment will be reviewed every two years.

22. There will be a Finance Committee comprising the APCCA Fund Administrator and two other APCCA members appointed by the Annual Conference. All expenditures above a nominal amount set by the Governing Board will require the prior approval of the APCCA Fund Administrator and one other member of the Finance Committee.

23. There will be a Programme Committee to assist the Annual Conference host in planning conference programmes.

24. There may be a Rapporteur, if required, to serve the APCCA in accordance with a Charter approved by the Annual Conference. His or her duties would be to prepare the discussion guide and compile the report for each Annual Conference and to serve as the secretary to the Governing Board meetings.

25. The appointment of the Rapporteur will be recommended by the Governing Board and endorsed by the Annual Conference.

26. A Rapporteur will serve the APCCA for a fixed term of three years, which upon expiry may be extended once for a period of two years. One year's notice may be given by either the APCCA or the Rapporteur for termination of the appointment.

27. The Governing Board may pay an honorarium to the Rapporteur.

The APCCA Fund

28. The APCCA Fund comprises:

- (a) agreed contributions from the APCCA members as endorsed by the Annual Conference;
- (b) voluntary contributions from the APCCA members; and
- (c) any income as the Governing Board may approve.

29. The APCCA Fund will be applied exclusively for the purpose of the APCCA.

30. The financial year of the APCCA ends on 30 September.

31. The host of the APCCA Secretariat is the APCCA Fund Administrator with the following responsibilities:

- (a) operation of the APCCA Fund account;
- (b) calling for annual contributions;
- (c) acknowledgement of receipt of contributions; and
- (d) preparation of the APCCA Fund Administrator's Report and financial statement for presentation at the Annual Conference.

32. The APCCA Fund Administrator's Report will be presented to the Governing Board and the Annual Conference. It will be audited by the current Annual Conference host and the host of the previous year's Annual Conference.

Settlement of disputes

33. Any dispute regarding the interpretation or application of this Joint Declaration will be resolved by consultations between the parties to this Joint Declaration.

Signature and acceptance

34. This Joint Declaration will come into effect between the parties signing this Joint Declaration on the date upon their signatures. Any state, territory or area who is a member of the APCCA before the coming into effect of this Joint Declaration may accept this Joint Declaration by signing a registration book deposited at the APCCA Secretariat and this Joint Declaration will come into effect for such a state, territory or area on the date upon its signature.

35. Any other state may accept this Joint Declaration by signing a registration book deposited at the APCCA Secretariat and this Joint Declaration will come into effect for such a state on the date upon its signature.

36. Any other territory or area of a sovereign state may accept this Joint Declaration on its own by signing a registration book deposited at the APCCA Secretariat and completing the procedures set out in Paragraph 5. This Joint Declaration will come into effect for such a territory or an area on the date upon its signature and the completion of the procedures set out in Paragraph 5.

37. For the avoidance of doubt, parties to this Joint Declaration are members of the APCCA.

Withdrawal

38. A party to this Joint Declaration may withdraw from this Joint Declaration and cease to be a member of the APCCA by written notice to the APCCA Secretariat at any time.

39. A party to this Joint Declaration will be deemed to have withdrawn from this Joint Declaration and ceased to be a member of the APCCA for not attending the Annual Conference for five consecutive years. The withdrawal will take effect on the date of the conclusion of the fifth consecutive Annual Conference from which the party is absent.

Amendments

40. Any party to this Joint Declaration may propose amendments to this Joint Declaration. All parties to this Joint Declaration will make every effort to reach a consensus on any proposed amendment. If all parties to this Joint Declaration do not reach a consensus on a proposed amendment, the proposed amendment will be adopted by a simple majority vote of the parties present at the Annual Conference.

41. Any acceptance of this Joint Declaration expressed on or after the coming into effect of an amendment to this Joint Declaration will be deemed to accept the Joint Declaration as amended.

Transition

42. All decisions, practices, procedures and appointments adopted or approved by the APCCA before the coming into effect of this Joint Declaration, which are not contrary to or inconsistent with the provisions of this Joint Declaration, will continue to have effect until such decisions, practices and procedures expire by their own limitation or are altered, repealed or abolished pursuant to this Joint Declaration.

This Joint Declaration does not create any legally binding obligations under international law.

In witness whereof the undersigned have signed this Joint Declaration.

Done in Bali, Indonesia on 18 October 2002, in the English Language, in a single copy which will remain deposited in the APCCA Secretariat that will transmit certified copies to all parties referred to in Paragraphs 34 to 36 of this Joint Declaration.

For Australia (Northern Territory) :



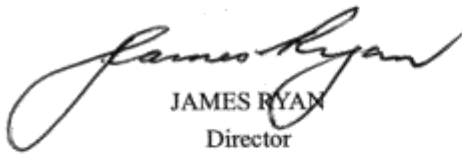
RICHARD DAVID MOORE
Commissioner
Northern Territory Corrective Services

For Australia (New South Wales) :



JOHN KLOK
Commander
New South Wales Corrective Services

For Australia (Australian Capital Territory) :



JAMES RYAN
Director
ACT Corrective Services

For Brunei Darussalam :



HAJI MOHAMED BIN HAJI AWANG DAMIT
Acting Deputy Director
Prison Department, Ministry of Home Affairs

For Cambodia :



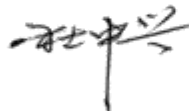
SAMKOL SOKHAN
Director of Correction Department
Ministry of Interior

For Canada :



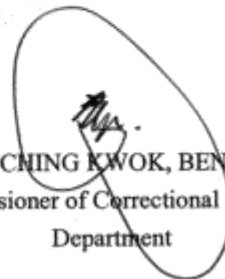
PIETER DE VINK
Special Advisor to Commissioner
Correctional Service of Canada

For China :



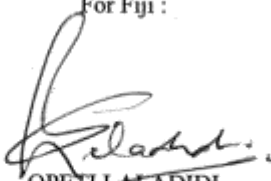
DU ZHONGXING
Director General, Prison Administration Bureau
Ministry of Justice

For Hong Kong, China :



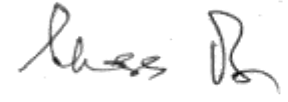
NG CHING KWOK, BENNY
Commissioner of Correctional Services
Department

For Fiji :



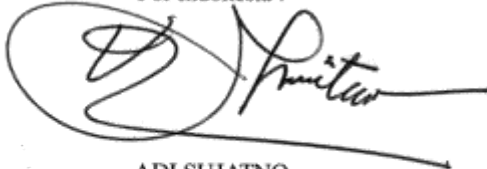
OPETLALLADIDI
Assistant Commissioner of Prisons
Prisons Department

For India :




SHARDA PRASAD
Joint Secretary Government of India 18/10/02
Ministry of Home Affairs

For Indonesia :



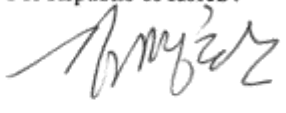
ADI SUJATNO
Director General of Corrections
Department of Justice and Human Rights

For Japan :



SUSUMU YAMASHITA
Assistant Vice-Minister of Justice

For Republic of Korea :



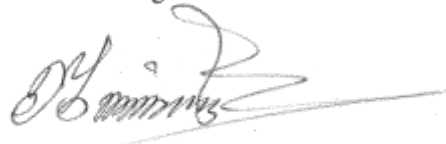
KIM MYUNG HWAN
Director General
Correction Bureau, Ministry of Justice

For Malaysia :



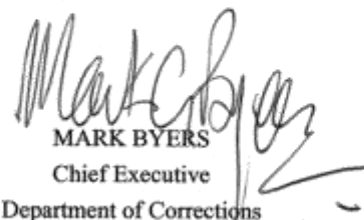
DATO MUSTAFA BIN OSMAN
Director General of Prisons

For Mongolia :



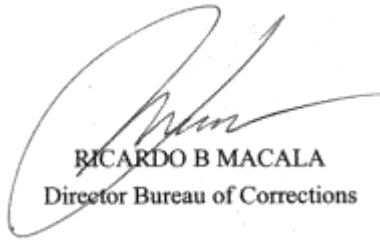
COL. JAMIS CHOJANTSAN
The Chief of General Department

For New Zealand :




MARK BYERS
Chief Executive
Department of Corrections

For Philippines :




RICARDO B MACALA
Director Bureau of Corrections

For Singapore :




CHUA CHIN KIAT
Director of Prisons Department

For Srilanka :



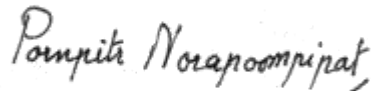
BANDARAGAMA SCJ
Commissioner of General Prisons
Prison Department

For Tonga :




MOLENI F TAUFA
Superintendent of Prison

For Thailand :



PORNPIR NORAPOOMPIPAT
Correctional Inspector

For Vietnam :



DO NAM
Director General of Prison Management

Appendix I

National Participation in the Asian and Pacific Conference of Correctional Administrators, 1980 – 2002

	1980 HK	1981 Thai	1982 Japan	1983 NZ	1984 Tonga	1985 Fiji	1986 Korea	1987 M'sia	1988 Aust	1989 India	1991 China
Australia	√	√	√	√	√	√	√	√	√	√	√
Bangladesh										√	
Brunei Darussalam						√	√	√	√	√	
Cambodia											
Canada	√	√					√				√
China										√	√
Cook Islands				√		√		√		√	√
Fiji		√	√	√	√	√	√				√
Hong Kong (China)	√	√	√	√	√	√	√	√	√	√	√
India		√	√		√	√	√	√	√	√	√
Indonesia	√			√	√	√	√	√	√		√
Japan	√	√	√	√	√	√	√	√	√	√	√
Kiribati					√	√	√	√	√		
Korea, DPR											
Korea, REP				√	√	√		√	√	√	√
Laos							√				
Macao (China)	√		√	√	√	√			√	√	√
Malaysia	√	√	√	√	√	√	√	√	√	√	√
Mongolia							√			√	
Nepal										√	
New Zealand		√	√	√	√	√	√	√	√		√
Pakistan										√	
Papua New Guinea	√		√	√		√		√	√		√
Philippines	√	√	√				√		√	√	
Samoa	√			√							
Singapore	√	√	√	√	√		√	√	√		√
Solomon Islands				√				√	√		
Sri Lanka	√	√	√	√	√	√	√	√	√		√
Thailand	√	√	√	√	√	√	√	√	√	√	√
Tonga	√		√	√	√	√	√	√	√	√	√
Tuvalu											
Vanuatu											
Vietnam											√
TOTAL	14	12	14	17	15	17	18	17	18	17	19

National Participation in the Asian and Pacific Conference of Correctional Administrators, 1980 – 2002

	1992 Aust	1993 HK	1994 Aust	1995 Japan	1996 NZ	1997 M'sia	1998 Canada	1999 China	2000 Aust	2001 Thai	2002 Ind'sia
Australia	√	√	√	√	√	√	√	√	√	√	√
Bangladesh		√	√								
Brunei Darussalam		√	√	√	√	√	√	√	√	√	√
Cambodia				√	√	√		√	√	√	√
Canada	√	√	√	√	√	√	√	√	√	√	√
China	√	√	√	√	√	√	√	√	√	√	√
Cook Islands			√		√						
Fiji	√	√	√	√	√	√	√	√		√	√
Hong Kong (China)	√	√	√	√	√	√	√	√	√	√	√
India	√	√	√	√	√	√	√				√
Indonesia	√	√	√	√	√	√	√	√	√	√	√
Japan	√	√	√	√	√	√	√	√	√	√	√
Kiribati	√		√						√		
Korea, DPR	√		√								
Korea, REP	√	√	√	√	√	√	√	√	√	√	√
Laos						√					
Macao (China)	√	√	√	√	√	√		√	√	√	√
Malaysia	√	√	√	√	√	√	√	√	√	√	√
Mongolia							√	√	√	√	√
Nepal			√								
New Zealand	√	√	√	√	√	√	√	√	√	√	√
Pakistan											
Papua New Guinea					√					√	
Philippines		√	√	√	√	√	√		√	√	√
Samoa							√				
Singapore	√	√	√	√	√	√	√	√	√	√	√
Solomon Islands		√				√	√				
Sri Lanka		√				√	√			√	√
Thailand	√	√	√	√	√	√	√	√	√	√	√
Tonga	√								√	√	√
Tuvalu									√		
Vanuatu					√			√			
Vietnam				√	√	√	√	√	√	√	√
TOTAL	17	19	21	18	21	21	20	18	20	21	21