

## Appendix A

---

### List of Participants

<b>Country</b>	<b>Participants</b>
Australia (ACT)	Mr. James Ryan Executive Director ACT Corrective Services GPO BOX 158, Canberra ACT 2601, Australia
Australia (QLD)	Mr. Tony Kelly General Manager New South Wales Corrective Services BOX 31 GPO Sydney NSW 2001, Australia
Australia (NSW)	Valda Ruis Executive Director New South Wales Corrective Services BOX 31 GPO Sydney NSW 2001, Australia
Australia (QLD)	Mr. Troy Ittensohn Director Management & Training Corporation PO Box 782 Ipswich Queensland 4305, Australia

<b>Country</b>	<b>Participants</b>
Australia (SA)	<p>Mr. Lange Powell  Director, Community Corrections  Department for Correctional Services  GPO Box 1747  Adelaide, South Australia 5001  Australia</p>
Australia (VIC)	<p>Mr. Len Norman  Corrections Victoria  Department of Justice  Level 22, 121 Exhibition Street  Melbourne, Victoria 3000  Australia</p>
Australia (NT)	<p>Mr. Chris Manners  Deputy Director  Northern Territory Correctional Services  GPO BOX 3196  Darwin, Northern Territory 0801  Australia</p>
Australia (SA)	<p>Mr. Peter Severin  Chief Executive  Department for Correctional Services  GPO Box 1747  Adelaide, South Australia 5001  Australia</p>

<b>Country</b>	<b>Participants</b>
Australia (TAS)	Mr. Graeme Barber Director of Prisons Tasmania Prison Service PO Box 24 Lindisfarne, Tasmania 7015 Australia
Brunei Darussalam	HJ Abdul Manan HJ Abdul Rahman Deputy Director Brunei Prison Department Jalan Jerudong BG 3122, Brunei Darussalam
Brunei Darussalam	Nordin HJ Mohid Hamidon Chief Officer Brunei Prison Department Jalan Jerudong BG 3122, Brunei Darussalam
China	Mr. Xusheng WANG Deputy Director General Ministry of Justice, PRC Beijing 100020 China
China	Jie BAI Deputy Division Director Ministry of Justice, PRC Beijing 100020 China

<b>Country</b>	<b>Participants</b>
China	Shunfa WU Depuy Director General Prison Administration Bureau of Hubei Province Wuchang Wuhan China
China	Hong JIANG Division Director Ministry of Justice, PRC Beijing 100020 China
China	Mr. Yong SUN Director Ministry of Justice, PRC China
China	Hongán TAN Depuy Director General Bureau of Prison Administration of Chongqing Municipality Nihuanghu Chongqing China
China	Xinda ZHANG Depuy Director General Bureau of Prison Administration of Guangdong Province Beijiaochang Henglu Guangzhou China
Federated States of Micronesia	Pelep, Weston N. Chief of Corrections FSM Corrections FSM

<b>Country</b>	<b>Participants</b>
Fiji	Mr. Opeti Laladidi Deputy Commissioner of Prisons Fiji Prisons Service Prisons Headquarters, P. O. Box 114 Suva, Fiji
Hong Kong SAR, China	Mr. Wing-hang Chung Chief Officer Correctional Services Department Ma Po Ping Prison Lantu Island Hong Kong, China
Hong Kong SAR, China	Mr. Leung-ming Kwok Commissioner of Correctional Services Correctional Services Department 24th Fl., Wanchai Tower, 12 Harbour Road Wanchai, Hong Kong
Hong Kong SAR, China	Mr. Yick-kei Lam Chief Officer(Staff Officer) Correctional Services Department 24th Fl., Wanchai Tower, 12 Harbour Road Wanchai, Hong Kong
Hong Kong SAR, China	Mr. Kwok-po Lee Principal Office Correctional Services Department 24th Fl., Wanchai Tower, 12 Harbour Road Wanchai, Hong Kong

<b>Country</b>	<b>Participants</b>
<p>Hong Kong SAR, China</p> <p>India</p>	<p>Mr. Sheung Lee Senior Superintendent (Rehabilitation) Correctional Services Department 24th Fl., Wanchai Tower, 12 Harbour Road Wanchai, Hong Kong</p> <p>V. Balachandran Director General Prisons</p>
<p>India</p> <p>India</p>	<p>Tamil Nadu Prisons Department Prison Headquarters CMDA Tower – II No.1 Gandhi Irwin Road Chennai 60000 India</p> <p>P. G. Dutta Inspector General of Prisons Andamana Nicobar Administration India</p> <p><del>Brijesh K. Gupta</del></p>
<p>India</p>	<p>Director General Prisons Central Jail: Tihar: Delhi Prison Headquarters Central Jail New Delhi India</p> <p>B. Samuel Johnson <del>Deputy Inspector General of Prisons</del></p>
	<p>Prisons Department Andhra Pradesh India</p>

<b>Country</b>	<b>Participants</b>
India	Upneet Lalli Deputy Director Institute of Correctional Administration Sector 26 A Chanaianrh 160019 India
India	P.D. Verma D.I.G. Prisons Directorate of Prisons Prison Headquarters Raipur (C.G.) Chattisgarh 492001 India Mr. Vijay Kumar Subrahmanyam Principal Home Secretary Government of Himachal Pradesh Armsdale H.P. Sectt Shimla – 17
India	India Mrs. Rita Acharya Deputy Secretary, Ministry of Home Affairs DII/7 Cornwallis Road New Delhi 110003, India Anup Kumar Patnaik Additional D.G of Police & I.G of Prisons Directorate of Correctional Services
India	2 <sup>nd</sup> Floor, Southern Wing Heads of Department Building Bhuraneswar Orissa India

<b>Country</b>	<b>Participants</b>
Indonesia	Prof. M Mustofa Chairman Directorate General of Correction JL. Veteran No. 11 Jakarta-Pusat, Indonesia
Indonesia	Ms. Purnianti Member of Correctional Advisory Board Directorate General of Correction JL. Veteran No. 11 Jakarta-Pusat, Indonesia
Indonesia	Mr. Shiabuddin Director of Special Drug Directorate Directorate General of Correction JL. Veteran No. 11 Jakarta-Pusat, Indonesia
Indonesia	Mr. Ceno Hersusetiokartiko Head of Laws and Report Sub Division Jakarta, Indonesia
Indonesia	Mrs Tuty Sri Melashasih Head Office Criminon Indonesia Indonesia
Japan	Mr Genshi Shibata Superintendent Tokyo Regional Correction Headquarters 2-1 Shin-toshin Chuo-ku Saitama-shi Saitama 330-9723 Japan



<b>Country</b>	<b>Participants</b>
Japan	Mr Takayuki Harada Chief, International Affairs Section Correction Bureau, Ministry of Justice 1-1-1 Kasumigaseki Chiyoda-ku Tokyo 100-8977, Japan
Japan	Mr Junichi Watanabe Chief of Legal Section, General Affairs Division Correction Bureau, Ministry of Justice 1-1-1 Kasumigaseki Chiyoda-ku Tokyo 100-8977, Japan
Japan	Ms Tsubura Miyagawa Correction Bureau, Ministry of Justice 909/528 Swanston Street Carlton, Victoria 3053 Australia
Macao SAR, China	Leng leng Fan Specialist of Social Assistance, Education and Training Division Macao Prison Rua De S. Francisco Xavier S.N. Coloane Macao China
Macao SAR, China	Hou Kei Fok Administrative Assistance of Public Relations Team Macao Prison Rua De S. Francisco Xavier S.N. Coloane Macao China

<b>Country</b>	<b>Participants</b>
Macao SAR, China	Keng San Fong Monitor Youth Correctional Institution, Legal Affairs Bureau Est. Do Cheoc Wan No. 1 Youth Correctional Institution, Coloane Macao China
Macao SAR, China	Man Sam Iu Head of Human Resources Division Macao Prison Rua De S. Francisco Xavier S.N. Coloane Macao China
Macao SAR, China	Lun Cheng Lao Officer of Prison Guards Macao Prison Rua De S. Francisco Xavier S. N. Coloane Macao China
Macao SAR, China	Chit Kao Lei Specialist of Social Assistance, Education & Training Division Macao Prison Rua De S. Francisco Xavier S.N. Coloane Macao China
Macao SAR, China	Kam Wan Loi Deputy Director of Macao Prison Macao Prison Rua De S. Francisco Xavier S.N. Coloane Macao China

<b>Country</b>	<b>Participants</b>
<p data-bbox="288 315 523 344">Macao SAR China</p>    <p data-bbox="296 524 515 553">Macao SAR, Chi</p>	<p data-bbox="643 315 1171 506">Loi On Ng Head of Prison Affairs Department Macao Prison Rua De S. Francisco Xavier S.N. Coloane Macao China</p> <p data-bbox="643 524 959 629">Kin Kok Ung Officer of Prison Guards Macao Prison</p>
<p data-bbox="288 725 531 754">Macao SAR, China</p>	<p data-bbox="643 645 1321 949">Rua De S. Francisco Xavier S.N. Coloane Macao China Kit I Wu Acting Director Youth Correctional Institution, Legal Affairs Bureau Est. Do Cheoc Wan No. 1 Youth Correctional Institution Coloane</p>
<p data-bbox="288 1010 531 1039">Macao SAR, China</p>	<p data-bbox="643 965 1321 1270">Macao China Pui Lam Ada Yu Social Worker Youth Correctional Institution, Legal Affairs Bureau Est. Do Cheoc Wan No. 1 Youth Correctional Institution Coloane Macao China</p>

<b>Country</b>	<b>Participants</b>
Macao SAR, China	Sio Ieng Wong Socail Worker Department of Socail Rehabilitation Legal Affairs Bureau Avenida do Ouvidor Arriaga 70-A, Edf. Fortune Tower 1 Andar, Macao SAR, China
Malaysia	Mr. Mustofa Osman Director General of Prison Malaysia Prison Department Malaysia Prison Headquarters Kajang 43000, Malaysia
Malaysia	Supri Hashim Prison Assistant Commissioner Director General of Prison Malaysia Prison Department Malaysia Prison Headquarters Kajang 43000, Malaysia
Malaysia	Tan Tian Heng Malaysian Prison Department Kota Kinabalu Central Prison PO Box 11020 88811 Kota Kinabalu Sabah Malaysia
Malaysia	Adnan Atan Assistant Commissioner of Prison Director General of Prison Malaysia Prison Department Malaysia Prison Headquarters Kajang 43000, Malaysia

<b>Country</b>	<b>Participants</b>
Mongolia	Damdensuren Damden Suren Colonel Director of Pre Trial Detention Centre General Executive Department of Court Decisions PO Box 46/197 Ulaanbaatar 210646 Mongolia
Mongolia	Batjargal Dugarjay Colonel General Director General Executive Department of Court Decisions PO Box 46/197 Ulaanbaatar 210646 Mongolia
Mongolia	Gombojay Tuulkhuu Colonel Director of Pre Trial Detention Centre General Executive Department of Court Decisions PO Box 46/197 Ulaanbaatar 210646 Mongolia
Mongolia	Altanochir Mashlai Major Director Khentee Low Security Prison General Executive Department of Court Decisions PO Box 46/197 Ulaanbaatar 210646 Mongolia
New Zealand	Mr. Barry Matthews Chief Executive Department of Corrections Private Box 1206 Wellington, New Zealand

<b>Country</b>	<b>Participants</b>
New Zealand	Mr. Michael Martelli General Manager, Strategic Services Department of Corrections Private Box 1206 Wellington, New Zealand
New Zealand	Mr Brent Maughan Manager CIE Department of Corrections Private Box 1206 Wellington, New Zealand
New Zealand	Julie McBurney Communications Manager Department of Corrections Private Box 1206 Wellington, New Zealand
New Zealand	Mr. Phil McCarthy General Manager, Public Prison Service Department of Corrections Private Box 1206 Wellington, New Zealand
New Zealand	Susan Provan Assistant General Manager Corporate Development Department of Corrections Private Box 1206 Wellington, New Zealand

<b>Country</b>	<b>Participants</b>
New Zealand	<p>Mr John Ryan  Chief Financial Officer  Department of Corrections  Private Box 1206  Wellington, New Zealand</p>
New Zealand	<p>Lawrence Tawera  National Advisor Maori Service Development  Department of Corrections  Private Box 1206  Wellington, New Zealand</p>
New Zealand	<p>Charlie Tawhiao  Manager, Treaty Relationship  Department of Corrections  Private Box 1206  Wellington, New Zealand</p>
New Zealand	<p>Barney Tihema  National Advisor Maori Service Development  Department of Corrections  Private Box 1206  Wellington, New Zealand</p>
New Zealand	<p>Jane Von Dadelszen  General Manager Policy Development  Department of Corrections  Private Box 1206  Wellington, New Zealand</p>

<b>Country</b>	<b>Participants</b>
New Zealand	<p>Mr Harry Waaka  Manager, Maori and Pacific Policy  Department of Corrections  Private Box 1206  Wellington, New Zealand</p>
New Zealand	<p>Mr Warren Cummins  Northern Regional Manager (PPS/Corrections)  Department of Corrections  Auckland Regional Prison  Private Bag 50-1241  Albany, Auckland, New Zealand</p>
New Zealand	<p>Mr Paul Monk  Regional Manager South Island Prisons  Department of Corrections  Christchurch Mens Prison  Private Bag 4726  Christchurch, New Zealand</p>
New Zealand	<p>Mr David East  Regional Manager  Public Prisons Service, Department of Corrections  Private Bag 47-901  Upper Hutt, Wellington  New Zealand</p>
New Zealand	<p>Mr. Phil McCarthy  General Manager, Public Prison Service  Department of Corrections  Private Box 1206  Wellington, New Zealand</p>



--	--

<b>Country</b>	<b>Participants</b>
New Zealand	Viko Aufaga Department of Corrections Private Box 1206 Wellington, New Zealand
New Zealand	Mr. Robert Calland General Management Department of Corrections Private Box 1206 Wellington, New Zealand
New Zealand	Mr. Gavin Dalziel Acting Regional Manager Department of Corrections Private Box 400 Te Awamutu 3840, New Zealand
New Zealand	Bronwyn Donaldson Manager Strategic Policy Department of Corrections Private Box 1206 Wellington, New Zealand
New Zealand	Mr Harry Hawthorn General Manager Public Prisons Service Department of Corrections Private Box 1206 Wellington, New Zealand

<b>Country</b>	<b>Participants</b>
New Zealand	Mr. Raj Krishnan Manager, Operational Policy Department of Corrections Private Box 1206 Wellington, New Zealand
Palau	Julio Ringang Chief of Corrections Palau Bureau of Public Safety
Philippines	Azucena Celestino Consultant Bureau of Corrections NBP Reservation Muntinlupa City 1776, Philippines
Philippines	Mr. Juanito Leopando Chief Penal Superintendent IV Bureau of Corrections NBP Reservation Muntinlupa City 1776, Philippines
Philippines	Dr. Edilinda Patac Chief, Reception and Diagnostic Center Bureau of Corrections NBP Reservation Muntinlupa City 1776, Philippines
Philippines	Mr Vincente Vinarao Director Bureau of Corrections NBP Reservation Muntinlupa City 1776, Philippines

--	--

<b>Country</b>	<b>Participants</b>
Republic of Kiribati	Mr Titera Tewaniti Assistant Superintendent of Prisons Kiribati Prisons Service Prison's Headquarters PO Box 497 Betio Tarawa Republic of Kiribati
Republic of Korea	Mr Hong-sung Hwang Section Chief Dae Jeon Regional Correctional Headquarters 36 Daejeong Dong Yoo Sung Gu Dae Jeon Metropolitan City 305251 Republic of Korea
Republic of Korea	Mr Hak-bong Kim Assistant Director (Chief Inspector) Corrections Bureau Corrections Bureau Building #1 Gwacheon Government Republic of Korea
Republic of Korea	Mr Ahn-shik Kim Director Gwangju Regional Corrections Headquarters 555-22 Woosandong Bookgu Gwangju Republic of Korea

--	--

<b>Country</b>	<b>Participants</b>
Republic of Korea	Mr Jae-woo Choi Assistant Director (Chief Inspector) Daegu Regional Corrections Headquarters 1623-12 Daemyung 10-Dong Nam-Gu Daegu City Republic of Korea
Republic of Korea	Mr Seong-shin Seung Director General Corrections Bureau Corrections Bureau, Ministry of Justice Government Complex Gwacheon 4-7-700 Republic of Korea
Samoa	Commissioner Papalii Lio Masipau Commissioner of Police and Prisons Ministry of Police and Prisons PO Box 53 Samoa
Singapore	Mr Eng Seong (Philip) Tan Vice Chairman, Board of Visiting Justices Partner, PricewaterhouseCoopers 8 Cross Street PWC Building #17-00 48424 Singapore
Singapore	Ms Chun Yuan (Avryl) Tan

	<p>Staff Officer, Programme (Programme Management) Singapore Prison Service Cluster A Management Office 982 Upper Changi Rd, North 20 KM Singapore 507709</p>
--	---

Country	Participants
<p>Singapore</p> <p>Singapor</p>	<p>Dr Swee Aun Chin  Head Medical Services  Singapore Prison Service  Prison HQ, 407 Upper Changi Road North 20KM  Singapore 507658, Singapore</p> <p>Mr. Chin Kiat Chua  Director of Prisons  Singapore Prison Service</p>
<p>Singapore</p>	<p>Prison HQ, 407 Upper Changi Road North 20KM  Singapore 507658, Singapore</p> <p>Ms. Hui Kooln  Executive Officer, Community Reintegration &amp;  Partnerships  Singapore Corporation of Rehabilitative Enterprises  (SCORE)  Prison HQ, 407 Upper Changi Road North 20KM</p>
<p>Singapore</p> <p>Singapore</p>	<p>Singapore 507658, Singapore</p> <p>Ms Siew May (Cindy) Lim  Staff Officer, Programme (Programme Planning and  Development)  Singapore Prison Service  Prison HQ, 407 Upper Changi Road North 20KM  Singapore 507658, Singapore</p> <p>Ms Chui Li Tan  Counsellor  Singapore Prison Service</p>
	<p>Prison HQ, 407 Upper Changi Road North 20KM  Singapore 507658, Singapore</p>

<b>Country</b>	<b>Participants</b>
Singapore	Mr Justin Vikneswaran Staff Officer, Operations Control, Cluster A Singapore Prison Service Cluster A Management Office 982 Upper Changi Rd, North 20 KM Singapore 507709
Solomon Islands	Leah Alufoóá Executive Officer Solomon Islands Prison Service
Solomon Islands	P.O. Box G36 Honiara, Solomon Islands Mr Barry Apsey Commissioner Solomon Islands Prison Service P.O. Box G36 Honiara, Solomon Islands
Solomon Islands	Mr Richard Gray
Solomon Islands	Senior Program Development Specialist AUSAID Law and Justice Program P.O. Box G36 Honiara, Solomon Islands Mr Donald Riropo Director Finance Solomon Islands Prison Service
	P.O. Box G36 Honiara, Solomon Islands

<b>Country</b>	<b>Participants</b>
Solomon Islands	Mr. Frances Haisoma Deputy Commissioner Solomon Islands Prison Service P.O. Box G36 Honiara, Solomon Islands
Sri Lanka	Dr. Ravindra Senanayake Mudalige Chief Medical Officer in Charge of Prisons
Sri Lanka	Sri Lanka Prisons Prison Headquarters, No. 150, Baseline Road Colombo 09, Sri Lanka Mr Vahira Nissanka Wijeyagoonawardana Commissioner General of Prisons Department of Prisons Prison Headquarters, No. 150, Baseline Road Colombo 09, Sri Lanka
Thailand	Ms. Pimporn Netrabukkana Peneologist Department of Corrections 222 Nonthaburi Road Nontharur Province 11000, Thailand
Thailand	Ms. Sirilawan Panmadee Legal Officer Department of Corrections
	222 Nonthaburi Road Nontharur Province 11000, Thailand



<b>Country</b>	<b>Participants</b>
<p>Thailand</p> <p>Tuvalu</p>	<p>Dr JohnLerwitworapong  Director  Medical Correctional Institution  53/2 Ngarmwongwan Road  Jatujak, Bangkok 10900  Thailand</p> <p>Mr Motulu Jack Pedro  Superintendent of Prisons</p>
<p>Vanuatu</p>	<p>Tuvalu Police and Prisons  Police Headquarters  Vaiaku Funafuti, Tuvalu  Mr Morris Kaloran  Director  Department of Correctional Services  c/o Department of Correctional Services  PO Box 3082</p>
<p>Vietnam</p> <p>Vietnam</p>	<p>Port Vila, Vanuatu  Mr. Pham Duc Chan  Director of Prison Department  Department of Prison Management  Ministry of Public Security  Hanoi, Vietnam</p> <p>Trinh Tran Van  Deputy Director International Co-operation  Department</p>
	<p>Department of International Co-operation  Ministry of Public Security  Hanoi, Vietnam</p>

<b>Country</b>	<b>Participants</b>
Vietnam	Loc Dao Huy Director of Xuan Prison Management Department of Prison Management Ministry of Public Security Hanoi, Vietnam
Vietnam	Chein Dinh Thi Head of Financial & Logistics Division Department of Prison Management Ministry of Public Security Hanoi, Vietnam Mrs. Vinh Dao Thi Assistant Officer
Vietnam	Department of Prison Management Ministry of Public Security Hanoi, Vietnam Son Nguyen Director of A2 Prison Department of Prison Management Ministry of Public Security Hanoi, Vietnam
Vietnam	<del>Phue Nguyen Quy</del> Deputy Director of Financial Department Financial Department Ministry of Public Security 23 Nguyen Thuong Hein Hanoi, Vietnam
Vietnam	Ngan Pham Thanh Director of Thanh Xuan Prison Department of Prison Management Ministry of Public Security Hanoi, Vietnam

<b>Country</b>	<b>Participants</b>
Vietnam	Binh Ta Xuan Deputy Director of Prison Management Department Ministry of Public Security Hanoi, Vietnam
Vietnam	Doan Trinh Quoc Deputy Director General of Financial & logistics Department of Financial and Logistics Ministry of Public Security Hanoi, Vietnam
Vietnam	Dinh Nguyen Deputy Director – Assistant to Minister Ministry of Public Security 44 Yet Kieu Hanoi, Vietnam
Vietnam	Mrs. Vinh Dao Thi Assistant Officer Department of Prison Management Ministry of Public Security Hanoi, Vietnam

## List of Observers

UNAFEI	Mr. Hiroyuki Shinkai Professor UNAFEI 1-26, Harumi-cho, Fuchu Tokyo 183-0057, Japan
UNAFEI	Yoko Hosoe Staff UNAFEI 1-26, Harumi-cho, Fuchu Tokyo 183-0057, Japan
UNAFEI	Hideshi Ohashi Staff UNAFEI 1-26, Harumi-cho, Fuchu Tokyo 183-0057, Japan

## Rapporteur & Co-Rapporteur

Rapporteur	Professor Neil Morgan Director, Centre for Law & Public Policy Law School The University of Western Australia 35 Stirling Highway Crawley, Western Australia 6009 Australia
Co-Rapporteur	Ms. Irene Morgan Legal Research Officer State Review Boards Secretariat 54 Salvado Road (Level 1) Wembley, Western Australia 6014 Australia

## Appendix B

### Correctional Statistics for Asia and the Pacific 2006

**Table 1**

**Prisoners by Gender and Imprisonment Rates, Asia and the Pacific, mid 2006**

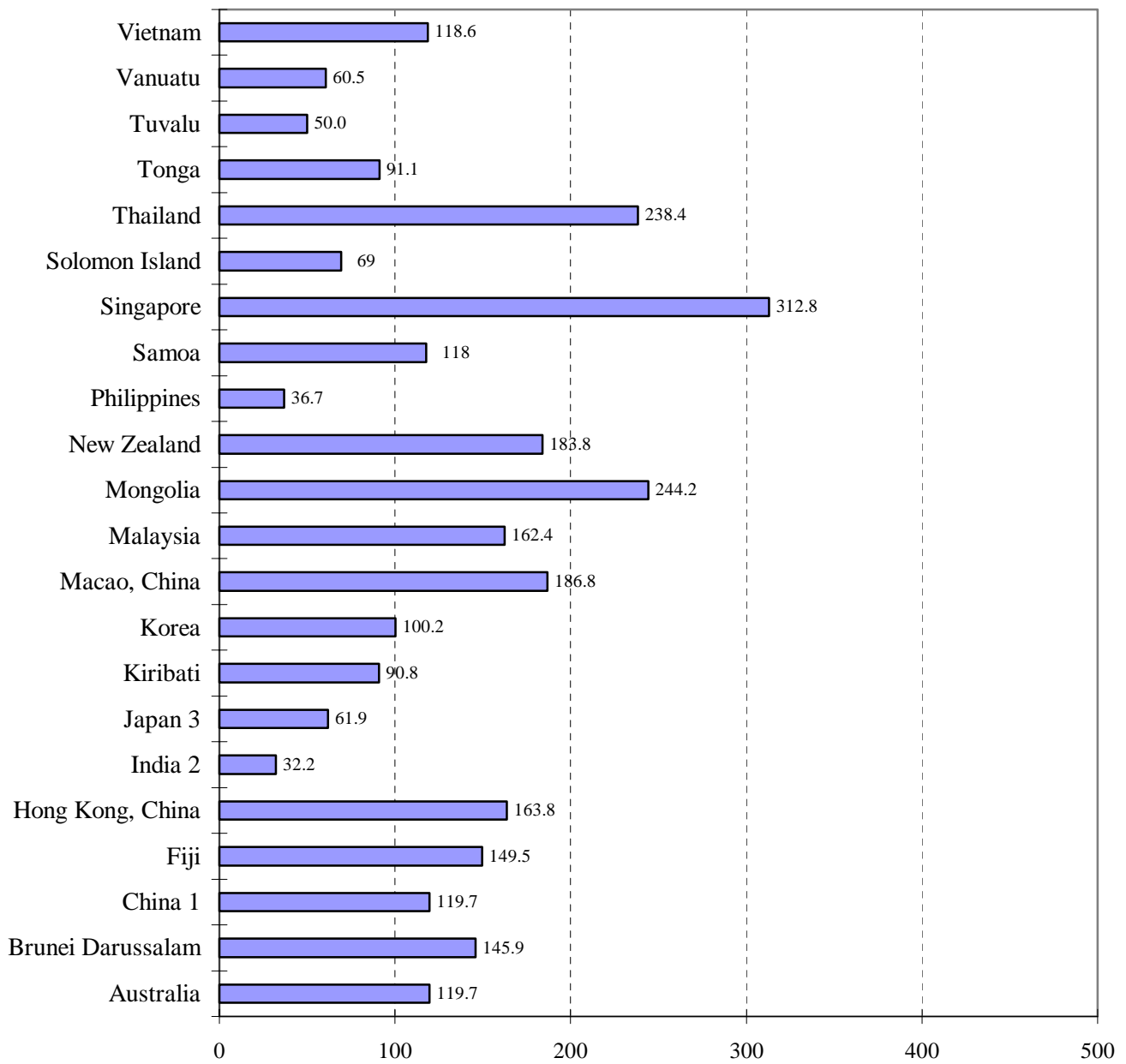
Territory	Male	Female	Total	General Population ( <sup>'000</sup> )	Imprisonment Rate (per 100 000 population)	% of foreign nationals/n on-locals
Australia	23 091	1 696	24 787	20 701	119.7	23.2
Brunei Darussalan	486	36	522	358	145.9	24.7
China <sup>1</sup>	1 488 492	77 279	1 565 771	1 307 560	119.7	0.2
Fiji	1 093	28	1 121	750	149.5	1.2
Hong Kong, China <sup>a</sup>	9 191	2 269	11 460	6 995	163.8	35.6
India <sup>2</sup>	318 421	12 970	331 391	1 028 000	32.2	0.8
Japan <sup>3</sup>	74 216	4 839	79 055	127 685	61.9	7.8
Kiribati	82	2	84	93	90.8	0.0
Korea	44 923	2 419	47 342	47 250	100.2	1.3
Macao, China	827	85	912	488	186.8	49.2
Malaysia	39 106	3 283	42 389	26 100	162.4	38.7
Mongolia	6 361	232	6 593	2 700	244.2	0.2
New Zealand	7 195	414	7 609	4 140	183.8	0.8
Philippines	29 076	1 392	30 468	83 100	36.7	0.6
Samoa	201	7	208	177	118	0.5
Singapore	11 977	1 634	13 611	4 351	312.8	26.2
Solomon Island	280	3	283	409	69	0.7
Thailand	124 583	23 348	147 931	62 060	238.4	7.4
Tonga	99	3	102	112	91.1	0.0
Tuvalu	5	0	5	10	50.0	0.0
Vanuatu	119	2	121	200	60.5	0.8
Vietnam	86 422	12 134	98 556	83 120	118.6	0.2

<sup>1</sup> refers to 31.12.2005

<sup>2</sup> refers to 31.12.2004

<sup>3</sup> refers to 31.12.2005

**Imprisonment Rate (per 100 000 population)  
Asia and the Pacific, mid 2006**



## Correctional Statistics for Asia and Pacific 2006

**Table 2: Unconvicted Remandees, mid 2006**

<b>Country/Area</b>	<b>Unconvicted remandees</b>	<b>% of remandees</b>	<b>Remand rate (per 100000 population)</b>
Australia	5412	21.8	26.1
Brunei Darussalam	45	8.6	12.6
China <sup>1</sup>	---	---	---
Fiji	75	6.7	10.0
Hong Kong (China)	1276	11.1	18.2
India <sup>2</sup>	217130	65.5	21.1
Japan <sup>3</sup>	10654	13.5	8.3
Kiribati	1	1.2	1.1
Korea	16343	34.5	34.6
Macao (China)	218	23.9	44.7
Malaysia	17425	41.1	66.8
Mongolia	1308	19.8	48.4
New Zealand	1535	20.2	37.1
Philippines	---	---	---
Samoa	40	19.2	22.6
Singapore	944	6.9	21.7
Solomon Islands	99	35.0	24.2
Thailand	48299	32.6	77.8
Tonga	---	---	---
Tuvalu	---	---	---
Vanuatu	22	18.2	11.0
Vietnam	---	---	---

---

<sup>1</sup> refers to 31.12.2005

<sup>2</sup> refers to 31.12.2004

<sup>3</sup> refers to 31.12.2005



## Correctional Statistics for Asia and Pacific 2006

**Table 3(a): Institutional Staff\* to Prisoner Ratio, mid 2006**

Country/Area	Total institutional staff	Institutional staff to prisoner ratio
Australia	---	---
Brunei Darussalam	471	1:1.1
China <sup>1</sup>	263860	1:5.9
Fiji	465	1:2.4
Hong Kong (China)	5333	1:2.1
India <sup>2</sup>	47340	1:7.0
Japan <sup>3</sup>	17912	1:4.4
Kiribati	32	1:2.6
Korea	13854	1:3.4
Macao (China)	480	1:1.9
Malaysia	11344	1:3.7
Mongolia	1900	1:3.5
New Zealand	3950	1:1.9
Philippines	2860	1:10.6
Samoa	45	1:4.6
Singapore	1805	1:7.5
Solomon Islands	315	1:0.9
Thailand	11155	1:13.3
Tonga	97	1:1.1
Tuvalu	6	1:0.8
Vanuatu	57	1:2.1
Vietnam	15280	1:6.5

---

<sup>1</sup> refers to 31.12.2005

<sup>2</sup> refers to 31.12.2004

<sup>3</sup> refers to 31.12.2005

\* 'Institutional Staff' refers to full time (or equivalent) staff working in prisons/correctional institutions, including all categories or staff in prisons/correctional institutions, but excluding those working in headquarters and training colleges.

## Correctional Statistics for Asia and the Pacific 2006

**Table 3(b): Custodial Staff\* to Prisoner Ratio, mid 2006**

Country/Area	Total institutional custodial staff	Custodial staff to prisoner ratio
Australia	---	---
Brunei Darussalam	211	1:2.5
China <sup>1</sup>	135388	1:11.6
Fiji	450	1:2.5
Hong Kong (China)	4683	1:2.4
India <sup>2</sup>	38152	1:8.7
Japan <sup>3</sup>	17021	1:4.6
Kiribati	32	1:2.6
Korea	10137	1:4.7
Macao (China)	359	1:2.5
Malaysia	10754	1:3.9
Mongolia	---	---
New Zealand	3022	1:2.5
Philippines	1256	1:24.3
Samoa	35	1:5.9
Singapore	1648	1:8.3
Solomon Islands	293	1:1
Thailand	10516	1:14.1
Tonga	94	1:1.1
Tuvalu	6	1:0.8
Vanautu	37	1:3.3
Vietnam	---	---

---

<sup>1</sup> refers to 31.12.2005

<sup>2</sup> refers to 31.12.2004

<sup>3</sup> refers to 31.12.2005

\* 'Custodial Staff' refers to full time (or equivalent) custodial staff working in prisons/correctional institutions who are involved in direct custodial inmate supervision (i.e., excluding other supporting staff like medical doctors, psychologists, teachers, clerical staff, civilian personal, etc.).

## Correctional Statistics for Asia and the Pacific 2006

**Table 4(a): Rate of Offenders Receiving Community-based Supervised Sentences\*, mid-2006**

Country/Area	Total number of offenders receiving community-based supervised sentences	Rate of offenders receiving community-based supervised sentence (per 100000 population)
Australia	43943	212.3
Brunei Darussalam	---	---
China	---	---
Fiji	---	---
Hong Kong (China)	3800	54.3
India <sup>2</sup>	384	0.04
Japan <sup>3</sup>	15413	12.1
Kiribati	2	2.2
Korea	39709	84.0
Macao (China)	65	13.3
Malaysia	---	---
Mongolia	---	---
New Zealand	19759	477.2
Philippines	---	---
Samoa <sup>4</sup>	132	74.7
Singapore	---	---
Solomon Islands	---	---
Thailand	---	---
Tonga	7	6.3
Tuvalu	---	---
Vanuatu	---	---
Vietnam	---	---

<sup>1</sup> refers to 2003-2004

<sup>2</sup> refers to 31.12.2004

<sup>3</sup> refers to 31.12.2005

<sup>4</sup> includes 104 Probation (supervision) & 28 CW

\* refers to Community-based Supervised Sentences imposed by the courts as an alternative to imprisonment / custodial sentence.

## Correctional Statistics for Asia and the Pacific 2006

**Table 4(b): Rate of Offenders Subject to Supervised Orders upon Release From a Custodial Sentence, mid 2006**

Country/Area	Total number of offenders subject to supervised orders upon release from a custodial sentence	Rate of offenders subject to supervised order upon release from a custodial sentence (per 100000 population)
Australia	8905	43.0
Brunei Darussalam	---	---
China <sup>1</sup>	17531	1.3
Fiji <sup>2</sup>	234	31.2
Hong Kong (China)	2882	41.2
India <sup>3</sup>	16613	1.6
Japan <sup>4</sup>	7715	6.0
Kiribati	---	---
Korea	88127	186.5
Macao (China)	114	23.4
Malaysia	---	---
Mongolia	---	---
New Zealand	4929	119.0
Philippines	---	---
Samoa	83	47.0
Singapore	870	20.0
Solomon Islands	---	---
Thailand	---	---
Tonga	---	---
Tuvalu	---	---
Vanuatu	---	---
Vietnam	---	---

---

<sup>1</sup> refers to 31.12.2005

<sup>2</sup> includes 4 CSO & 230 EMP

<sup>3</sup> refers to 31.12.2004

<sup>4</sup> refers to 31.12.2005

## Correctional Statistics for Asia and Pacific 2006

### Trend of Imprisonment Rate in Asia and the Pacific (1996-2006)

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Bangladesh											
India	24.3	24.8	25.2				26.5		32.2		
Indonesia	23.1	21.3	24	26	25.4	30.9		36.7		46	
Nepal											
Philippines	27	28.5	30.3	28		30.9	31.9	35		38.1	36.7
Pakistan								28.8			

### Imprisonment Rate

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Cambodia	28.3	27.2	29.1	36	45.9	51.5	49	52.9	56.5	67.4	
Japan	37.7	39.6	40.3	41	44.3	48.3	52.8	54.6	57.8	61.9	
Solomon Islands	40.9	38.7	25.5	31					54.0		
Tuvalu					66.7					50.0	
Vanuatu							48		46.5	69	60.5
Vietnam	58.9		70.5	70.5						107.7	118.6

### Imprisonment Rate

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Australia	93.4	95.1	99.9	108.8	108.9	111.2	111	116.1	123.1	119.4	119.7
Brunei Darussalam	114.6		96.9	88	98.4	119.3	136.7	146.2	137.6	137.5	145.9
China	106.7	115.2	120	112	109.8	112.8	116.7	121.3	122.3	119.7	
Kiribati					73.1	74.1	75.7	78.1	95.9	87.6	90.8
Papua New Guinea	99.1		94.8	94		86.7	67				
Sri Lanka		77.8	78.4	100	88.7	106	93.3	105.1	108.9	121.3	
Tonga					55.3	90.2	110	111.9	116.0		91.1

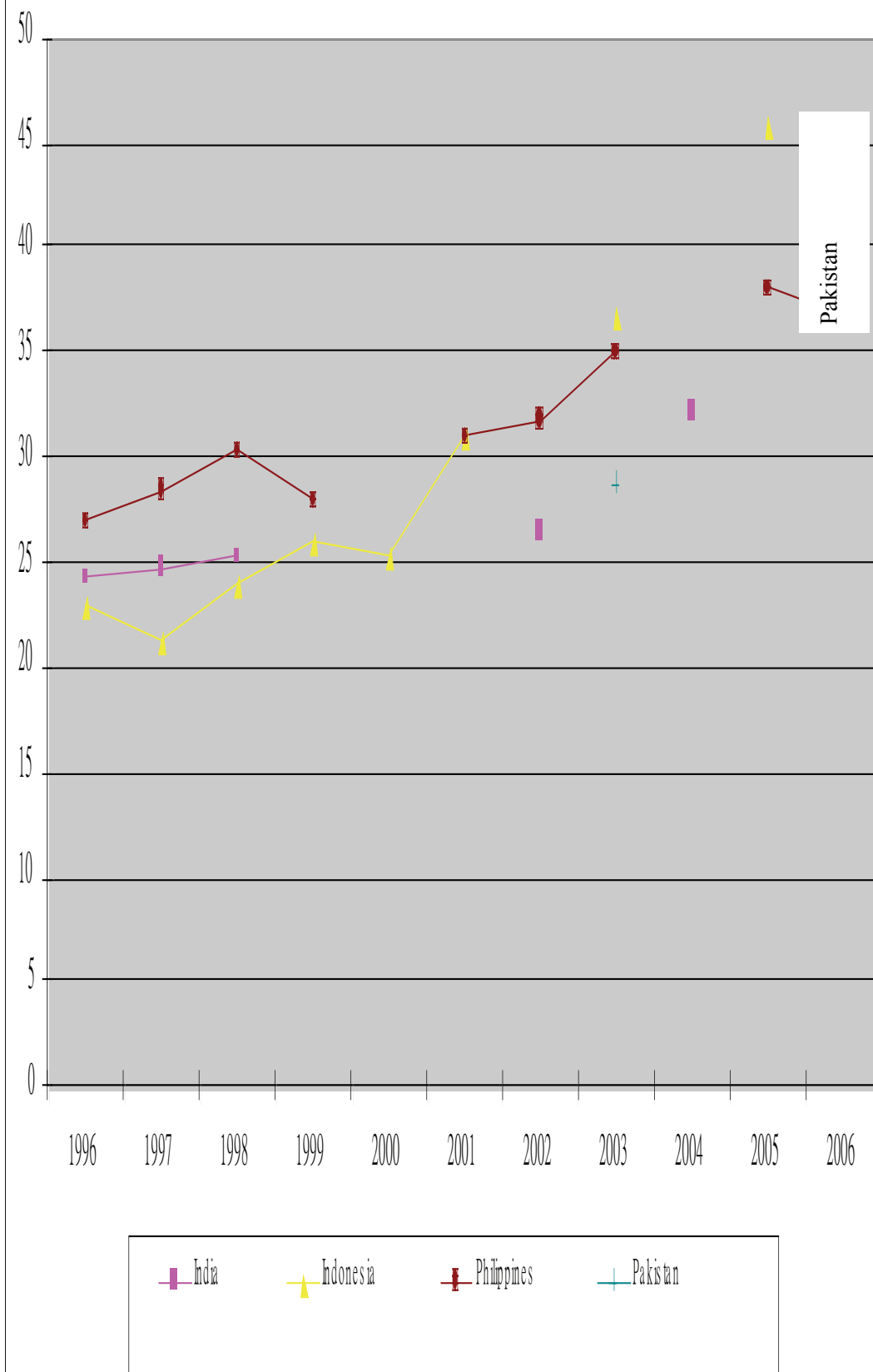
**Imprisonment Rate**

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Cook Islands					153.3	165	117.6	90.4			
Fiji	130.4	141.1	117.5	152	152.5	142.2	115.7	126.7	139.7	130.9	149.5
Korea	138.7	120.3	152.9	147	135.3	131.5	128.9	122.5	119.4	114.8	100.2
Malaysia	108.2	108.4	120.5	123	104	124.1	125.2	158.5	173.7	137.1	162.4
New Zealand	129.6	143.1	146.3	152	148.1	154.7	149.3	155.3	167.5	171.6	183.8
Samoa			109.3								

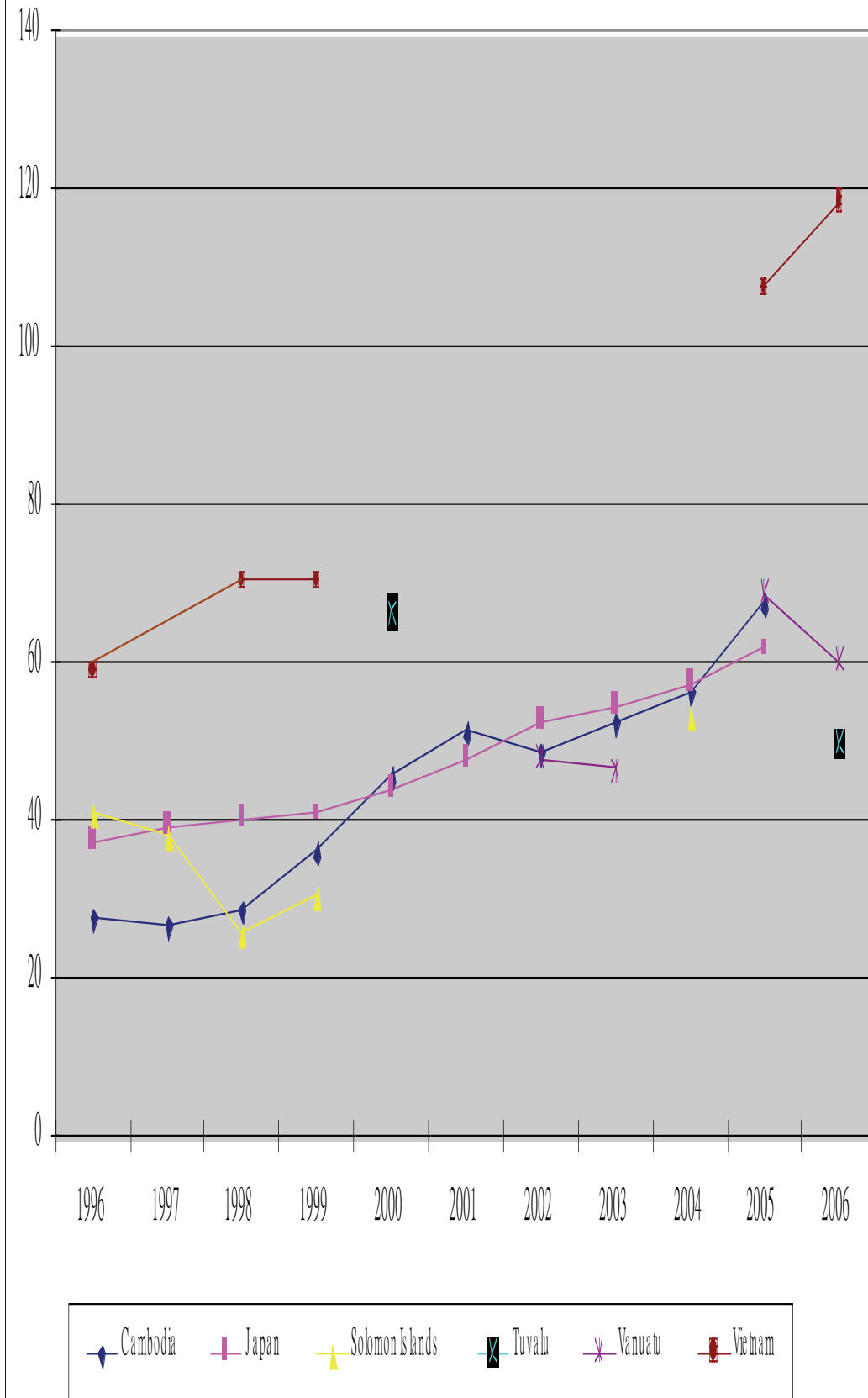
**Imprisonment Rate**

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Canada		446	114.9	109	107	103.7	102.5	103.2	101.1		
Hong Kong	201.1	184.4	163.2	164	164	173.8	181.2	180.1	191.3	176.5	163.8
Macao	114.3	154.7	152	180	207.7	195.7	208.3	200.7	194.4	192.1	186.8
Singapore	304.2	517.3	289.8	317	344.8	366	394.8	438.4	402.3	356.7	312.8
Thailand	173.1	201.6	270	320	334.1	351.8	402.6	340.5	304.3	265.8	238.4
Mongolia	252.9		253.5	256		277.3	297.1	318	255.6	275	244.2

Imprisonment Rate of Asia and the Pacific (1996-2006) - Chart 1A

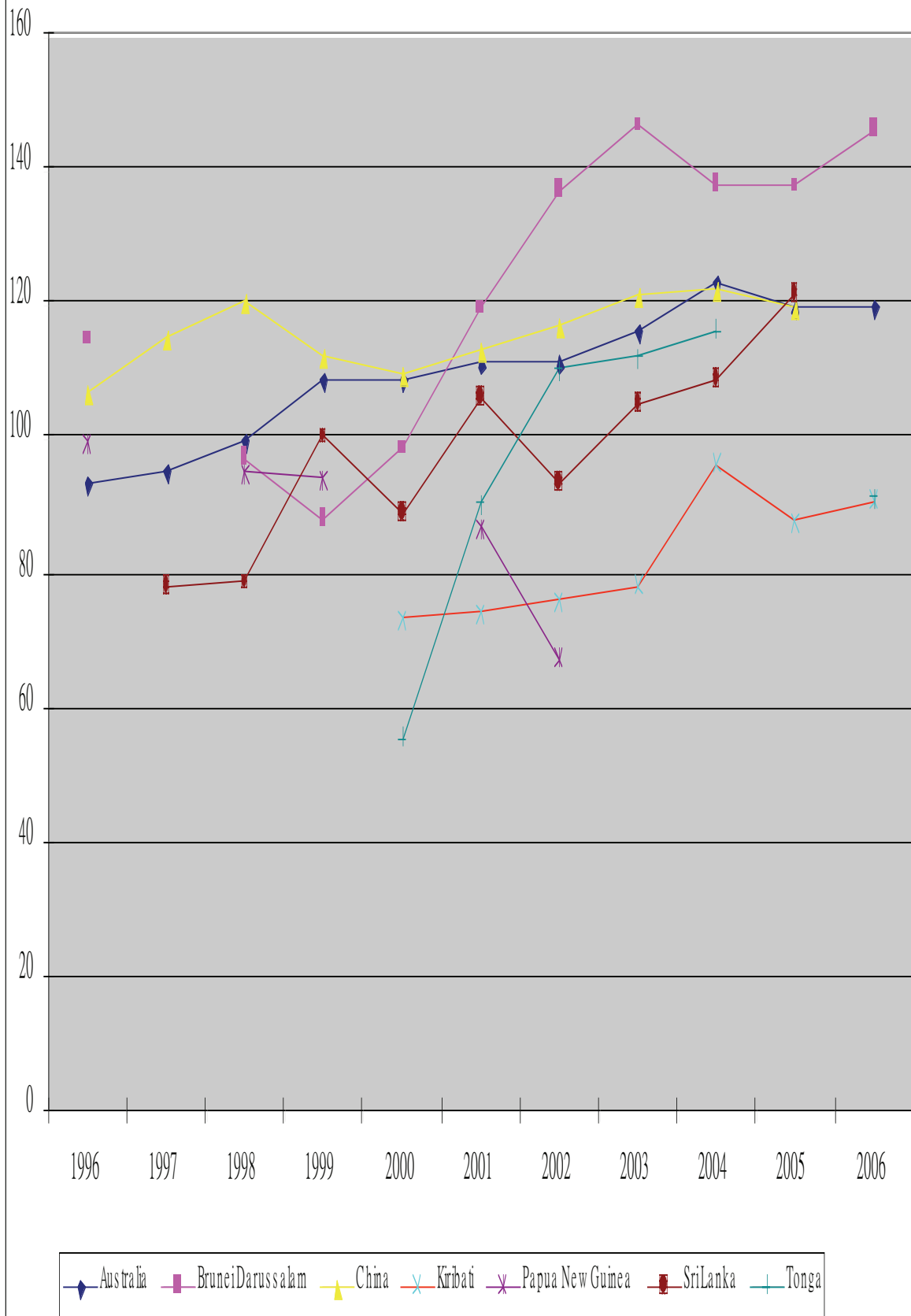


Imprisonment Rate of Asia and the Pacific (1996-2006) - Chart 1B

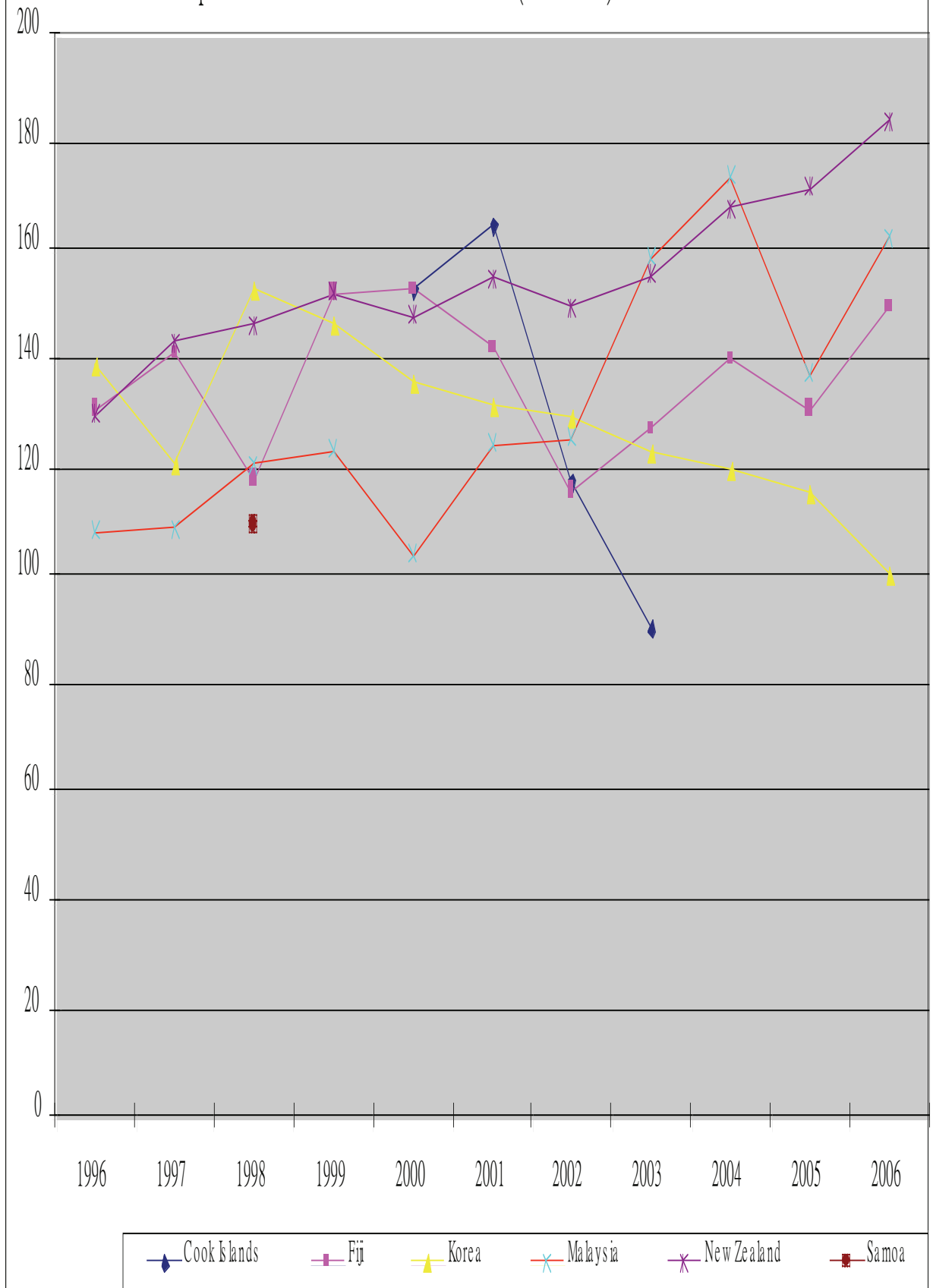


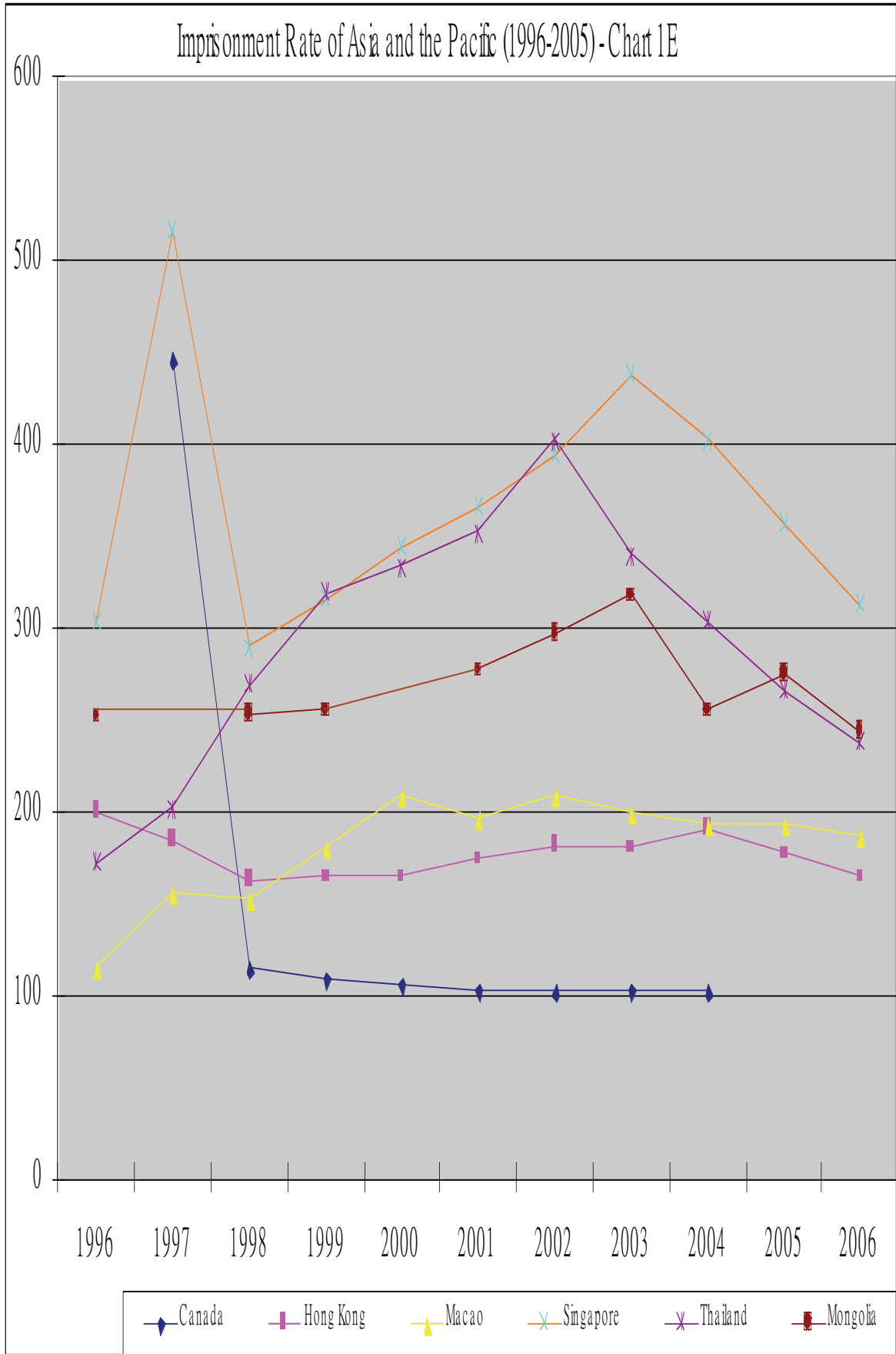


Imprisonment Rate of Asia and the Pacific (1996-2006) - Chart 1C



Imprisonment Rate of Asia and the Pacific (1996-2006) - Chart 1D





## Correctional Statistics for Asia and the Pacific 2006

### Trend of Remand Rate (1996 - 2006)

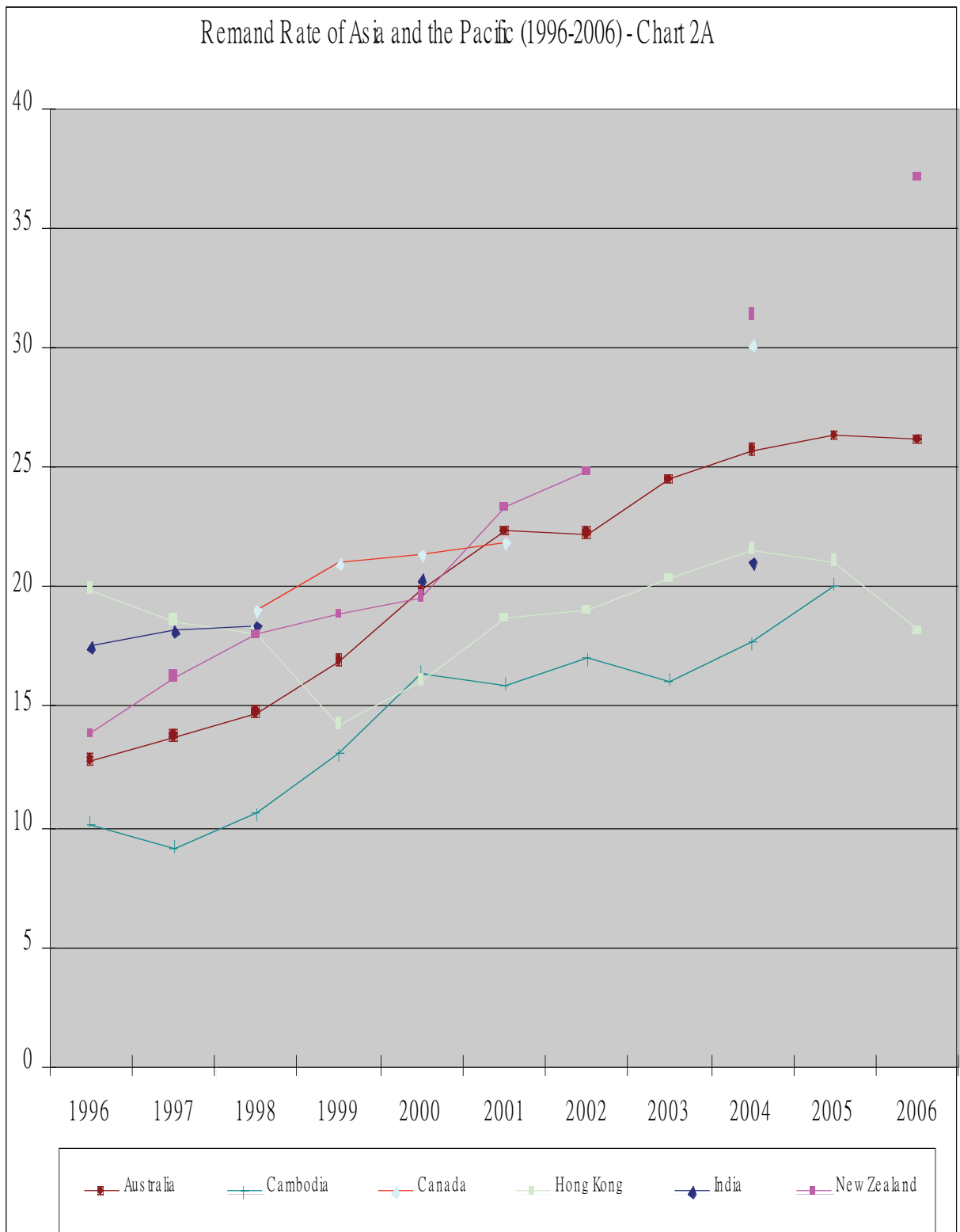
Country	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Australia	12.8	13.8	14.8	16.9	19.8	22.3	22.2	24.5	25.7	26.3	26.1
Cambodia	10.1	9.1	10.5	13	16.4	15.9	17	16.1	17.7	20.1	
Canada			19.1	21	21.4	21.9		30.1			
Hong Kong	19.9	18.6	18.1	14.3	16.1	18.7	19	20.3	21.6	21.1	18.2
India	17.5	18.2	18.4		20.3				21.1		
New Zealand	13.9	16.3	18	18.8	19.6	23.3	24.8		31.4		37.1
<b>Country</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>
Bangladesh											
Brunei Darussalam	8.6		13.4	8.7	9.5	6.0	12.3	4.3	11.6	9.8	12.6
Cook Islands					13.3		14.7	4.8			
Fiji	10.2	8.4	5.7	9	8.1	20.6	13.8	17.4	13.5	11.2	10
Indonesia	8	6.2	9.5	11	10	10.4		14.6		19.4	
Philippines	3.2	2.9	3.1	2.2						3.3	
Solomon Islands	4.5	5.5	7.4	10					13.7		24.2
Vanuatu				4.9			3	4		13	11
Tonga							9	5.9	1		
Pakistan								1.7			
Kiribati					9	7.1	2.4	8.3	5.9	2.4	1.1

**Trend of Remand Rate (1996 - 2006)**

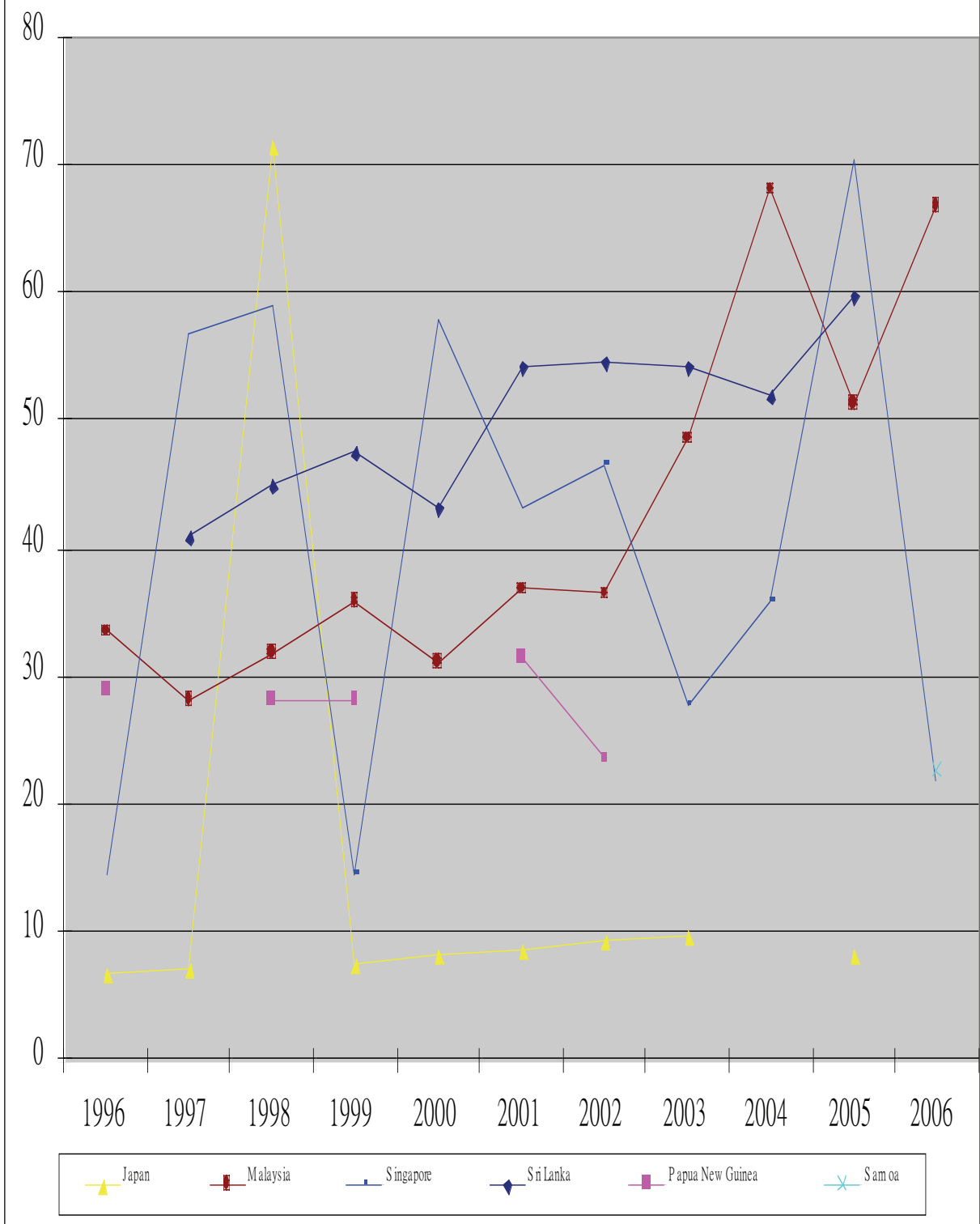
Country	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Japan	6.8	7.1	71.6	7.3	8.3	8.7	9.3	9.5		8.3	
Malaysia	33.5	28.1	31.8	35.9	31	36.7	36.5	48.6	68	51.4	66.8
Singapore	14.3	56.7	58.9	14.6	57.8	43.0	46.5	27.7	35.8	70.3	21.7
Sri Lanka		40.8	44.9	47.5	43.3	54.3	54.7	54.2	51.9	59.8	
Papua New Guinea	28.8		28.1	28.1		31.4	23.6				
Samoa											22.6

Country	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Korea	64.7	49.1	71.6	62.8	52.5	51.2	48.7	45.3	45	38	34.6
Macao	32.8	48.4	43.6	43.2	59.9	42.3	36.2	21.6	21.6	29.7	44.7
Mongolia								63.7	43.6	74.1	48.4
Thailand	59	40.8	41.8	82.2	129.9	137.9	138.8	89.7	66.1	66.5	77.8

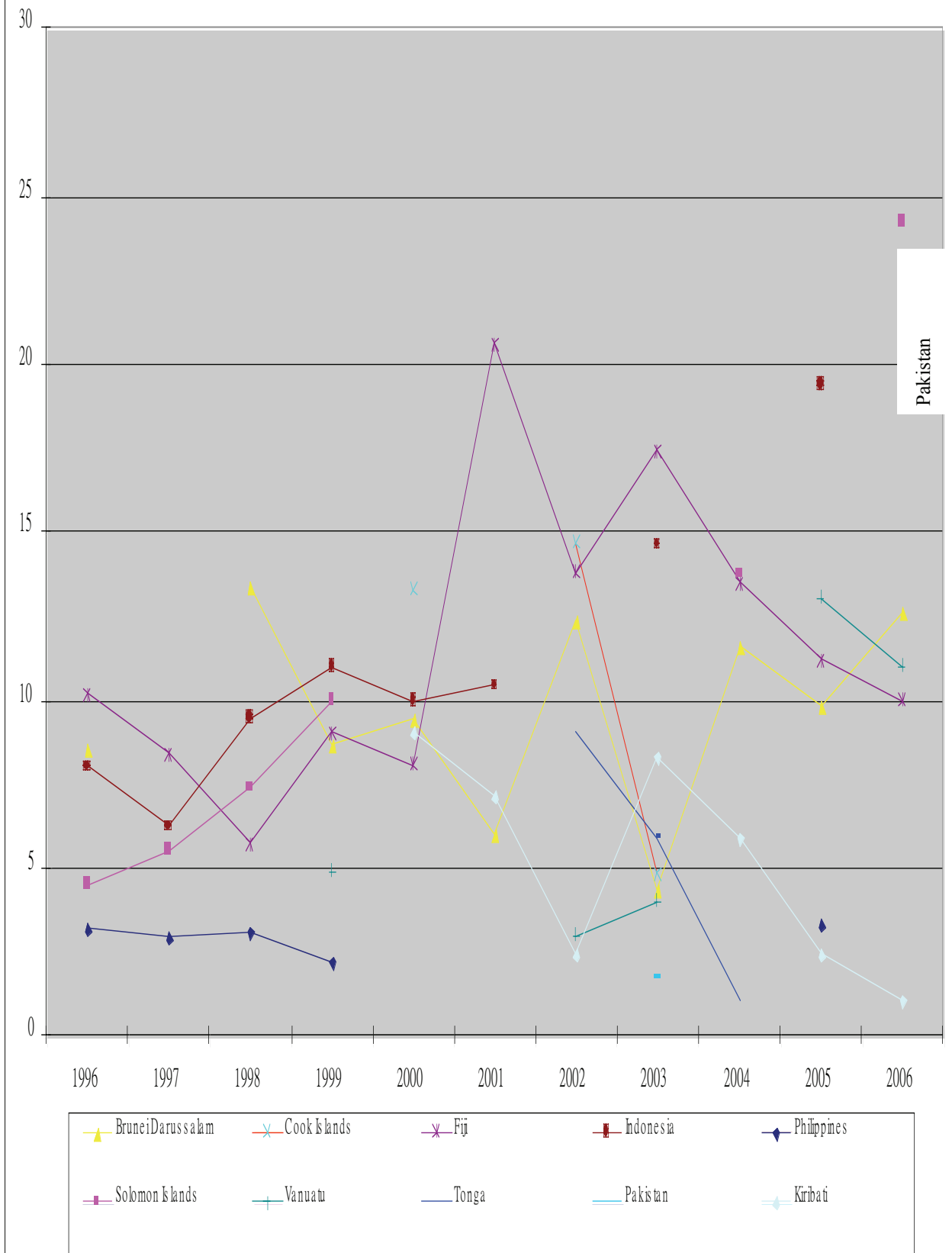
Remand Rate of Asia and the Pacific (1996-2006) - Chart 2A



Remand Rate of Asia and the Pacific (1996-2006) - Chart 2B

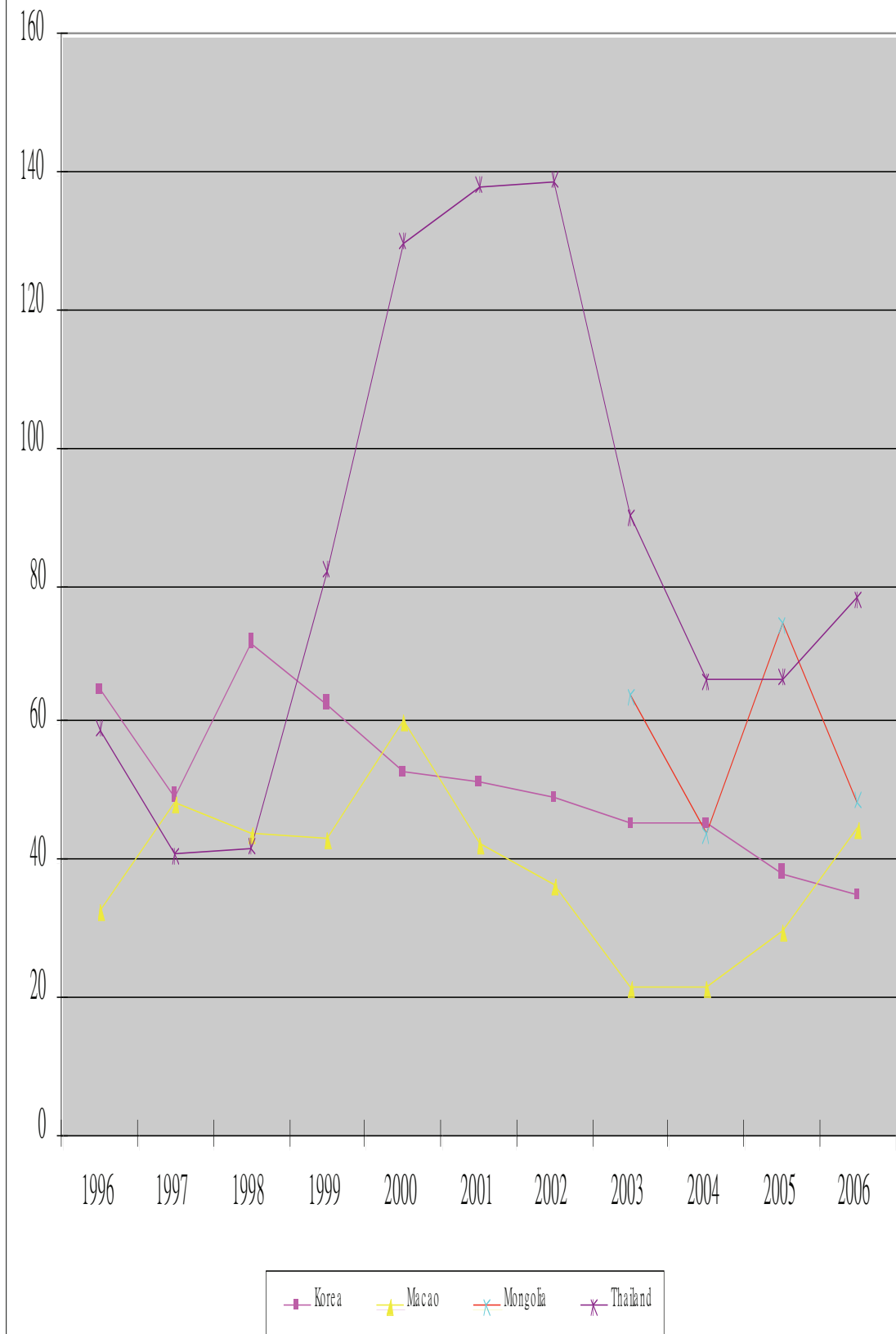


Remand Rate of Asia and the Pacific (1996-2006) - Chart 2C





Remand Rate of Asia and the Pacific (1996-2006) - Chart 2D





**Staff vs Inmate Ratio**

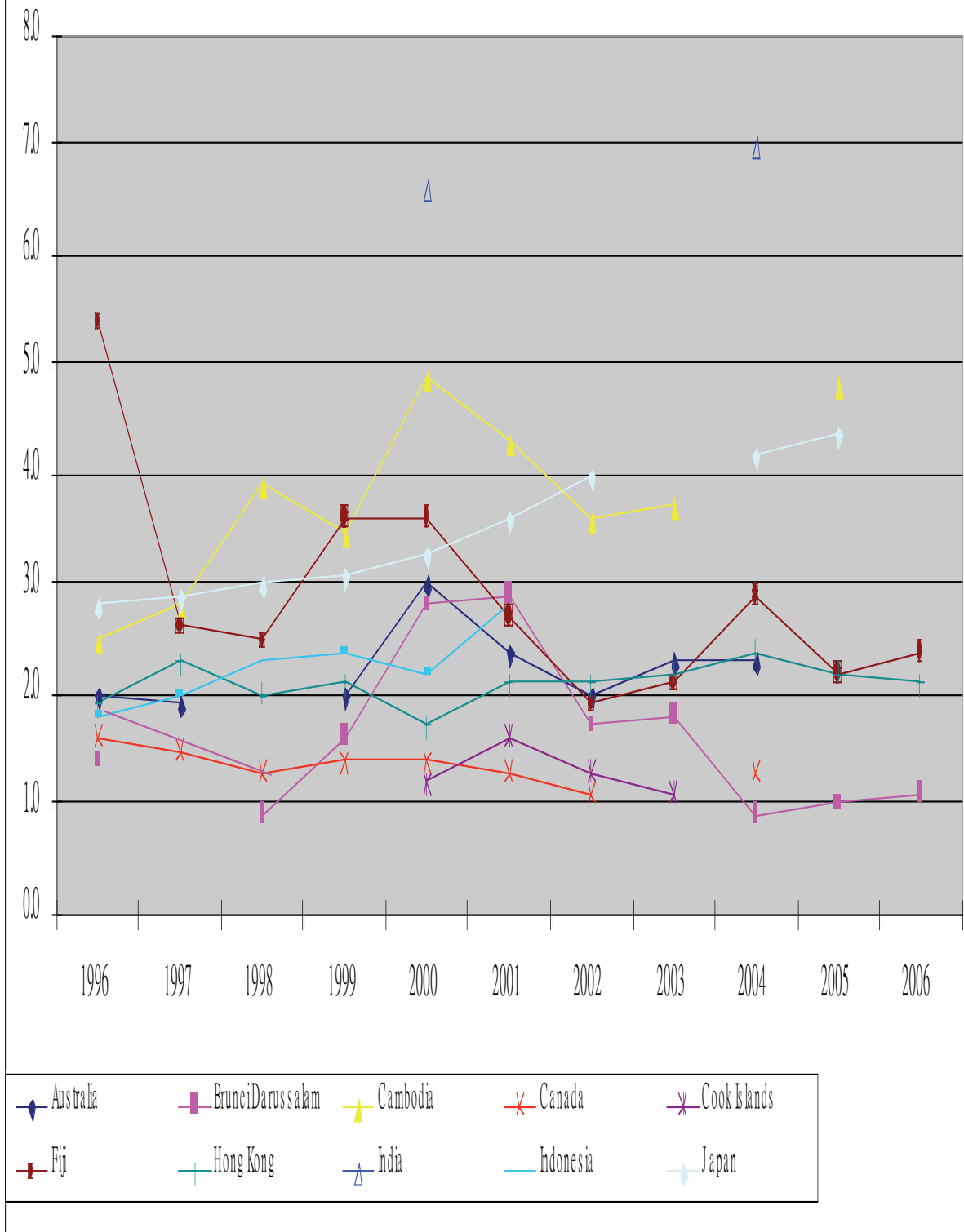
	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Australia	2.0	1.9		2	3.0	2.4	2.0	2.3	2.3		
Brunei Darussalam	1.4		0.9	1.6	2.8	2.9	1.7	1.8	0.9	1.0	1.1
Cambodia	2.5	2.8	3.9	3.5	4.9	4.3	3.6	3.7		4.8	
Canada	1.6	1.5	1.3	1.4	1.4	1.3	1.1		1.3		
Cook Islands					1.2	1.6	1.3	1.1			
Fiji	5.4	2.6	2.5	3.6	3.6	2.7	1.9	2.1	2.9	2.2	2.4
Hong Kong	1.9	2.3	2	2.1	1.7	2.1	2.1	2.2	2.4	2.2	2.1
India					6.6				7.0		
Indonesia	1.8	2	2.3	2.4	2.2	2.8		4.5			
Japan	2.8	2.9	3	3.1	3.3	3.6	4.0		4.2	4.4	

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Kiribati					1.6	2.1	2.1	2.2	2.8	2.3	2.6
Macao	1.5	2	2.1	1.7	2.4	1.8	1.9	1.8	1.8	1.8	1.9
Malaysia	2.8	2.8	3.5	3.2	2.9	3.0	3.1	4.1	3.7	3.3	3.7
Mongolia	5.2		5.8	4.9		4.8	4.0	5.6	3.6	3.4	3.5
Nepal											
New Zealand	1.9	2.1	2.1	9	2.1	2.1	2.2	2.4	2.2	2.1	1.9
Papua New Guinea	3.4					2.3	2.6				
Sri Lanka		3.6	3.3	4	3.3	3.8	3.7	4.3	4.6	4.8	

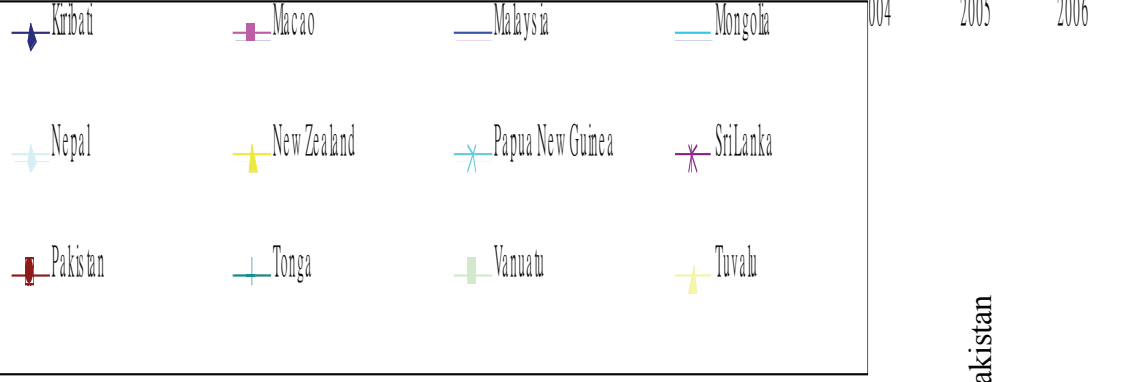
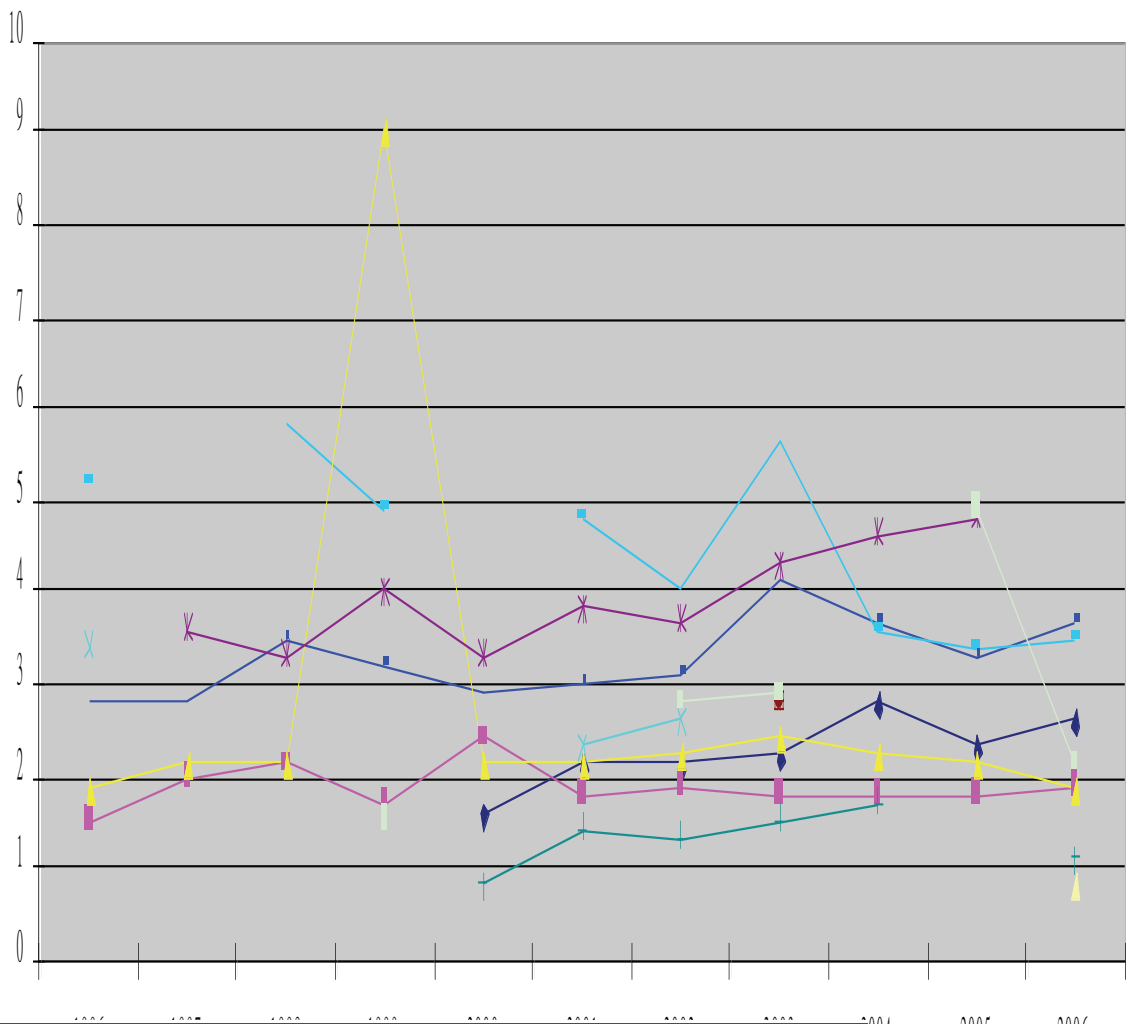
	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Pakistan								2.8			
Tuvalu											0.8
Tonga					0.8	1.4	1.3	1.5	1.7		1.1
Vanuatu				1.5			2.8	2.9		4.9	2.1

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Bangladesh											
China	4.7	5	5.1		5.0	5.7	5.3	5.4	5.5	5.9	
Korea	5.1	4.7	6	5.9	5.3	5.1	5.0	4.8	4.7	4.2	3.4
Philippines	7.7	8.2	8.8	9		10.0	10.3	11.3			10.6
Singapore	10.7	9	6.7	5.7		7.5	8.8	7.9	9.2	8	7.5
Solomon Islands	0.8	0.7	0.6	0.8					15.3		0.9
Thailand	10.2	12.7	16.2	19.2	20.4	21.4	25.4	20.5	18.3	12.3	13.3
Vietnam	7.2									6.2	6.5
Samoa			4.9	4.9							4.6

Staff to Inmate Ratio of Asia and the Pacific (1996-2006) - Chart 3A

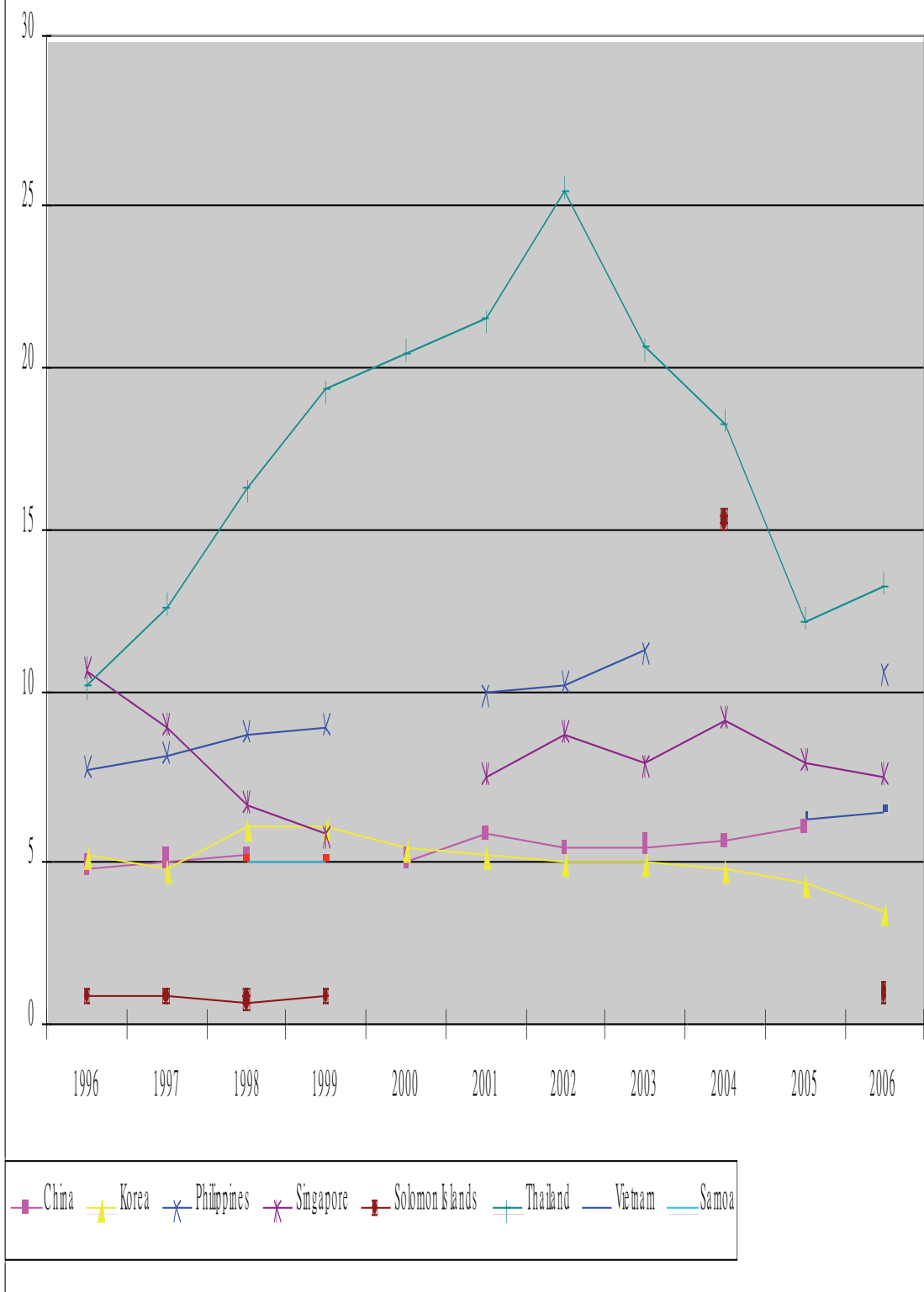


Staff to Inmate Ratio of Asia and the Pacific (1996-2006) - Chart 3B



Pakistan

Staff to Inmate Ratio of Asia and the Pacific (1996-2006) - Chart 3C



# 26th APCCA Conference Programme

Appendix C		
Day One - Sunday 26th November 2006		
10:00-18:00	Registration	Rendezvous Ballroom Lobby
13:30-14:00	Finance Committee Meeting <i>*Dress code business attire</i>	Coromandel Room
14:00-15:00	Governing Board Meeting <i>*Dress code business attire</i>	Coromandel Room
15:15-15:45	Facilitators Meeting	Coromandel Room
16:30	Buses depart for Welcome Reception at Orakei Marae	Hotel Lobby
17:00-19:00	Welcome Reception / Dinner <i>*Dress code smart casual</i>	Orakei Marae
19:00	Return to Rendezvous Hotel	
19:30-21:00	Informal Drinks	Aucklander Bar,Rendezvous Hotel



Day Two – Monday 27th November 2006		Dress Code: Business Attire
08:00	Registration Opens	Rendezvous Ballroom Foyer
09:00–10:00	Opening Ceremony Official Group Photo	Rendezvous Ballroom
10:00–10:30	Coffee Break	Pre Function Lobby
10:30–12:00	<p><b>Business Session and Presentation of Agenda Item 1</b></p> <p><i>Topic:</i> National Report on Contemporary Issues in Corrections</p> <p><i>Chair:</i> Mr Barry Matthews (Chief Executive, Department of Corrections New Zealand)</p> <p><i>Rapporteur:</i> Prof Neil Morgan (Director of Studies, Crime Research Centre, University of Western Australia).</p>	Rendezvous Ballroom
12:00–13:30	Lunch Break	Pre Function Lobby
13:30–15:00	Presentation of Agenda Item 1 (Cont.)	Rendezvous Ballroom
15:00–15:30	Afternoon Tea	Pre Function Lobby
15:30–17:00	Presentation of Agenda Item 1 (Cont.)	Rendezvous Ballroom
18:30	Buses depart for Welcome Dinner at Floating Pavilion	Hotel Lobby
18:45–22:00	Welcome Dinner	Floating Pavilion

Monday 27th November 2006		Spouses Programme
10:00–16:00	Iconic Sites of Auckland and the Parnell Shopping Mecca's	



## 26th APCCA Conference Programme continued

Day Three – Tuesday 28th November 2006		Dress Code: Smart Casual
09:00-10:30	Concurrent Breakout Group Sessions	
	<b>Agenda Item 2</b> <i>Topic: Maintenance of Institutional Order</i>	Tasman Room 2
	<b>Agenda Item 3</b> <i>Topic: The Wellbeing of Correctional Staff</i>	Tasman Room 1
	<b>Agenda Item 4</b> <i>Topic: Improving the Reintegration of Offenders into the Community.</i>	Coromandel Room
10:30-11:00	Coffee Break	Pre Function Lobby
11:00-12:00	Concurrent Breakout Group Sessions (cont.)	
	Agenda item 2	Tasman Room 2
	Agenda item 3	Tasman Room 1
	Agenda item 4	Coromandel Room
12:00-13:30	Lunch Break	Pre Function Lobby
13:30-15:00	Exhibition	Pre Function Lobby
15:00-17:00	Plenary Session for Agenda Items 2-4	Rendezvous Ballroom
17:00 onwards	<i>Evening at your own leisure</i>	

Tuesday 28th November 2006		Spouses Programme
10:00-16:00	Maori Culture, History and Art Experience	



Day Four – Wednesday 29th November 2006 <i>Dress Code: Smart Casual</i>		
09:00-10:30	Concurrent Specialist Workshops	
	<b>Workshop 1</b> <i>Topic: Effective Drug / Substance Abuse Treatment</i>	Coromandel Room
	<b>Workshop 2</b> <i>Topic: Dealing with Prisoners with Medical / Mental Health Problems</i>	Tasman Room 1
	<b>Workshop 3</b> <i>Topic: Alternatives to Custody</i>	Tasman Room 2
10:30-11:00	Coffee Break	Pre Function Lobby
11:00-12:00	Concurrent Specialist Workshops (Cont.)	
	Workshop 1	Coromandel Room
	Workshop 2	Tasman Room 1
	Workshop 3	Tasman Room 2
12:00-17:00	Depart for Auckland Region Women's Corrections Facility – Lunch on Site	Hotel Lobby
17:00-17:30	Return to Rendezvous Hotel	
17:30-18:00	Elected Members Meeting	Coromandel Room
18:00 onwards	<i>Evening at your own leisure</i>	

Wednesday 29th November 2006 <i>Spouses Programme</i>	
09:40-16:00	Waiheke Island Experience

### Day Five – Thursday 30th November 2006

*Dress Code: Casual with closed-in footwear*

<b>Depart 08:00</b>	<p><b>Rotorua Excursion</b></p> <ul style="list-style-type: none"> <li>- Site Visit Spring Hill Corrections Facility</li> <li>- Visit Agrodome / Lunch</li> <li>- Visit Whakarewarewa Thermal Valley</li> <li>- Dinner on Return Journey to Auckland – Longlands Farm</li> </ul>
<b>Return 22:30</b>	<ul style="list-style-type: none"> <li>- Return to Rendezvous Hotel</li> </ul>

### Day Six – Friday 1st December 2006

*Dress Code: Smart Casual*

<b>09:30</b>	Depart for Auckland Central Remand Prison	Hotel Lobby
<b>10:00-12:00</b>	Site Visit Auckland Central Remand Prison	
<b>12:00-12:30</b>	Return to Rendezvous Hotel	
<b>12:30-13:30</b>	Lunch Break	Pre Function Lobby
<b>13:30-14:30</b>	Free Time	
<b>14:30-16:00</b>	<p><b>Business Session 2</b> Conference Closing Ceremony</p>	Rendezvous Ballroom
<b>18:30-Late</b>	Farewell Dinner – Rendezvous Hotel	Rendezvous Ballroom

## Appendix D

### APCCA DISCUSSION GUIDE 2006

By Neil Morgan & Irene Morgan  
(APCCA Rapporteur and Co-Rapporteur)

#### AGENDA ITEMS

This Discussion Guide identifies some of the issues that may be discussed in relation to each Agenda Item and provides a list of suggested questions. Delegates at recent conferences have found this approach helpful in the preparation of papers and we request that you follow, as closely as possible, the suggested format with respect to Agenda Item One. We hope that the suggested framework for Items Two to Four will be of assistance. However, delegations are free to adopt their own approach to these Items.

All delegations should provide a paper on Agenda Item One but not all of the other Agenda Items will be equally relevant to everybody. For this reason, you may decide to provide discussion papers only on selected topics from Agenda Items Two to Four. However, we do ask that you provide discussion papers on as many Agenda Items as possible.

**Please note:** *For planning purposes, it would be very helpful if you could provide, at the front of each Agenda Item paper, a brief summary (which may be in point form) of the paper.*

#### WORKSHOP TOPICS

As at other recent conferences, delegations are invited to consider presenting a paper on one or more of the Specialist Workshop topics. This Guide provides some general suggestions about the scope and possible content of the 'Specialist Workshop' papers.

**Please note:** *For planning purposes, it is important to indicate, on the relevant section of the conference registration form, the topics (if any) on which you intend to make a Workshop presentation.*

\*\*\*\*\*

### **AGENDA ITEM 1: National Reports On Contemporary Issues In Corrections**

#### **Introduction**

This Agenda Item provides an opportunity for delegates to present an overview of major trends and issues in their jurisdiction, especially over the past twelve months. Over the years, these national reports have revealed a wide range of issues that reflect not only different traditions with respect to corrections, but also the cultural, historical, economic and political diversity of the region. Nevertheless, correctional administrators face many common themes.

Although the content of national reports is ultimately at the discretion of each delegation, we ask that, as far as possible, you follow the format of the various questions, insofar as they are relevant. This will allow the Conference to develop a good cross-jurisdictional understanding of trends and contemporary issues.

## Framework for Discussion Paper

### 1. Catering for External Factors

Correctional systems can be directly affected by the general socio-economic and political climate of a society. For example, at times of political upheaval or economic difficulty, prison systems may face particular pressures and financial constraints. Globalization also presents many challenges. Furthermore, terrorist threats, natural disasters (such as the Indonesian earthquake and the ensuing Tsunami in December 2004) and contemporary concerns about an 'avian flu' pandemic may also impact upon planning and services.

- *Do you face any particular issues as a result of recent socio-economic changes, political crises or other factors?*
- *What contingency plans have been drawn up to tackle a possible 'bird flu' pandemic and other possible emergencies?*

### 2. The Legislative and Policy Framework of Corrections

Many papers at recent Conferences have emphasized the importance of having good modern prison legislation, and have commented on the fact that legislation often seems rather outdated. Several papers have also noted the growing regional influence of human rights standards and the role of human rights organizations and other external accountability agencies in examining prison operations.

- *Have there been major policy reviews (including inspections or reviews by external agencies) in your jurisdiction in recent years?*
- *Have there been significant changes over recent years with respect to your prisons legislation?*
- *Are human rights organizations and other external accountability agencies playing a significant role in corrections?*

### 3. Prison Populations

All jurisdictions provide the Secretariat with statistics on matters such as the total number of prisoners, the number of male and female prisoners and the imprisonment rate per 100,000 of the population. This information is presented in tables in each Conference report. However, this Agenda Item gives delegates an opportunity to reflect on trends in this critical area.

#### (a) General Trends

- *Has your prison population increased or decreased over the past few years?*

#### (b) Sentenced and Unsentenced Prisoners

There is considerable regional variation with respect to the position of unsentenced prisoners (in other words, people who are remanded in custody prior to trial or during trial, or who are detained for some other reason, including national security reasons). In part, these differences reflect different investigative procedures, legal requirements and criminal justice traditions.

- *What is the proportion of unsentenced prisoners compared with sentenced prisoners (and what are the trends)?*

### **(c) Offender Demographics**

The characteristics of offenders vary between each nation and territory. However, a number of common themes can be identified for discussion:-

#### **▪ Sex**

- *What is the proportion of female compared with male prisoners in the total prison population (and what are the trends)?*

#### **▪ Age**

- *Are there any identifiable trends with respect to the age of prisoners (for example, are you seeing more young prisoners or more older-aged prisoners)?*

#### **▪ Indigenous and other ethnic status**

In some parts of the region, certain groups are over-represented in the prison system compared with their numbers in the population as a whole.

- *Do you face any issues in this regard (for example, with respect to Indigenous prisoners or other groups)? Please provide statistics, if available.*

#### **▪ Foreign prisoners**

At recent APCCA conferences, a number of jurisdictions have expressed concern about the growing number of foreign nationals in their prisons.

- *Do you face any issues in this regard? Please provide statistics, if available.*
- *Are there any developments with respect to the international transfer of prisoners?*

### **(d) Overcrowding and associated problems**

- *Do you face problems with respect to overcrowding in your prisons? If so, what are the 'pressure points' (for example, are there particular problems with female prisoners or remand prisoners)?*
- *Has any increase in the prison population affected the level of security and control of prisons?*

### **(e) Accounting for the Trends**

- *Do the changes in the prison population reflect changes in crime rates?*
- *Are there more prisoners serving longer sentences for particular types of crimes, such as sexual, violent, drug or terrorism offences?)*
- *Have there been significant legislative or policy changes that have affected the prison population? (For example, with respect to bail, sentencing, remissions, parole and home detention?)*
- *Any other reasons?*

## **4. Prison Building and Renovation**

This heading provides an opportunity for delegates to outline any concerns they may have with respect to prison conditions, and to update the conference on prison construction and substantial renovation programs.

- *How adequate are your current prison facilities in terms of accommodating the number and type of prisoners?*
- *Do you have a major prison building or refurbishment program? If so, what are the priority areas?*

## **5. Integrated Offender Management**

There is general acceptance, across the region, of the desirability of integrated offender management. This involves a planned approach to managing offenders from the time of their reception into a prison to their rehabilitation and reintegration into the community. Reintegration is the focus of Agenda Item Four but you may wish to comment on developments in the area of integrated offender management at this stage.

- *Have you undertaken any major new initiatives in this area?*

## **6. Technology**

Modern technology poses both opportunities and risks. The opportunities include enhanced security and efficiency in prison management. The risks include technological failure and the fact that prisoners may obtain mobile phones or other devices. This, in turn, has generated discussion and testing of technology for ‘jamming’ mobile phone signals.

- *Have there been any developments of particular importance in the use of technology (or in preventing its misuse)?*

## **7. Other Issues**

Please identify and comment upon any other issues that are of special contemporary significance. These might include any moves towards privatization of prison services and / or staffing issues.

\*\*\*\*\*

# **AGENDA ITEM 2: Maintenance Of Institutional Order**

## **Introduction**

Recent conferences have examined some specific aspects of institutional order. For example, at the 2003 conference in Hong Kong (China), one of the Agenda Items was *Major Prison Disturbances: Causes and Responses* and the 2005 conference in Korea considered the topic *Managing Dangerous and High Profile Prisoners*. However, major prison disturbances are rare and the majority of prisoners probably do not pose a serious threat to institutional order provided that they are effectively managed by the normal prison regime. Furthermore, APCCA has not, in recent years, discussed the more ‘routine’ aspects of ensuring good institutional order.

The purpose of this Agenda Item is therefore to allow delegates to examine and compare practices with respect to maintaining a well-ordered institutional environment for the general prisoner population.



## Framework for Discussion Paper

### 1. The Context

It may be useful first to consider the context in which modern correctional services operate, and to consider whether changing expectations have generated difficulties with respect to institutional order. Discussions at recent APCCA conferences suggest that there are a number of possible aspects to this, including the following:

- Correctional services are now expected to fulfill a rehabilitative role and not merely to 'lock offenders up.'
  - There are growing 'human rights' pressures in many parts of the region, with both government and non-government agencies scrutinizing prisoners' rights and the performance of correctional services.
  - The prison population is becoming more complex in the sense that more and more inmates appear to suffer from mental health problems (sometimes related to substance abuse).
  - Many prison systems face problems of overcrowding and all face financial constraints.
  - Drugs, mobile phones and other contraband can pose threats to institutional order.
- *Has the growing emphasis on rehabilitation and on 'prisoners rights' posed any problems in terms of the attitudes of prisoners and your ability to impose appropriate measures to ensure institutional order? Or has it assisted prison management by providing a more positive environment?*
- *What other factors are creating particular challenges?*

### 2. Incentives and Punishments

Most prison systems have, for a long period of time, used a mixture of punishments and incentives to promote good order and discipline. However, the use of some forms of punishment (such as corporal punishment and solitary confinement) has come under increasing scrutiny from human rights organisations and other agencies over recent years.

Many countries now appear to place less emphasis on punishment and more on providing incentives and privileges for good behaviour, and the withdrawal of privileges in the event of misbehaviour. Some of the possible incentives include allowing additional family visits and more personal items in cells, or permitting prisoners to undertake home leaves and to access programs such as work release schemes. Parole systems may also provide an incentive in that poor prison behavior may reduce the person's chances of release on parole.

- *What sort of punishments and incentives do you use for prisoners? Do you now place greater emphasis on incentives rather than forms of punishment?*
- *Which techniques / approaches have you found to be beneficial (and which have you found to be unnecessary or less successful)?*

### 3. Staff / Inmate Interactions – 'Dynamic' and 'Passive' Security'

Research generally indicates that positive staff/inmate interactions can be helpful in promoting good institutional order. The term 'passive security' is sometimes used to refer to physical barriers and electronic security, and the term 'dynamic security' to refer to the security benefits resulting from prisoner-staff interactions. Modern

technology provides the opportunity to free up staff from their traditional 'passive security' roles. In theory, good 'dynamic security' measures can help to identify problems before they become more serious, can have a 'calming' effect through good staff/prisoner rapport, and can provide enhanced intelligence gathering capacity. Dynamic security can take many forms, including giving staff defined responsibilities with respect to 'unit management' and ensuring that there is sufficient (and safe) personal interaction between staff and prisoners.

- *Do you consider that 'dynamic security' offers benefits in terms of institutional order?*
- *What are some of the initiatives and training measures you have adopted in this area?*

#### **4. Keeping Prisoners Usefully Occupied**

Prisoners who are busy undertaking positive activities are likely to have less time to 'act up' or cause disruption to prison routines. Activities may include work, vocational training, education, programs to address offending behaviour, art, drama, and sports.

- *Do you find that institutional order is improved when prisoners are usefully occupied? Are you able to provide prisoners with productive and useful activities for sufficient periods of each day?*

#### **5. Managing Prisoners' Complaints and Grievances**

In the closed world of a prison, relatively minor grievances can escalate and pose a threat to good order unless they are resolved in a fair manner; and it is generally agreed that it is best if such matters can be resolved quickly and at the lowest possible level of management.

- *Have you taken any major initiatives with respect to resolving prisoners' grievances and complaints? Have these initiatives been useful in defusing potentially threatening situations?*

#### **6. Prisoner / Prisoner Relationships**

This Agenda Item is likely to focus mainly on the staff/inmate relationships and the mechanisms available to prison management to promote a respectful and safe relationship between staff and inmates. However, another aspect of institutional order is that prisoners feel safe from other prisoners and that adequate measures are adopted to prevent some prisoners gaining 'authority' or 'power' over others through bullying or 'stand over tactics'.

- *What methods have you found helpful in dealing with bullying and 'stand over' tactics? For example, do you generally seek to segregate the bullies from the rest of the prisoners?*

#### **7. Other Issues**

Please raise any other issues that are of concern in your jurisdiction.

#### **8. Conclusion**

By way of a conclusion, you may wish to reflect on what you see as the most important challenges that you have faced, the most effective methods you have used to promote good institutional order, and what you see as the most likely challenges over the next decade.

\*\*\*\*\*

## **AGENDA ITEM 3: The Wellbeing of Correctional Staff**

### **Introduction**

Attention often focuses on the wellbeing and aspirations of prisoners. This has assumed particular importance when prison philosophies have moved towards rehabilitation and reintegration. However, all correctional administrators are aware that staff professionalism and wellbeing are integral to a positive prison regime and to achieving the goals of rehabilitation, and effective reintegration.

All prison systems offer staff training and development programs in various forms (and these have been the subject of discussion at some recent APCCA conferences). The aim of this Agenda Item is not to consider 'standard' prison officer training and staff development programs but to examine processes and initiatives that have been adopted to address staff wellbeing in a broader sense. These include initiatives to ensure health and safety at work, a 'sense of direction', the provision of counselling and support services, and initiatives to reach out to families.

### **Framework for Discussion Paper**

#### **1. Workplace Safety: Staff Training and Skills**

Staff training in 'physical' skills such as the use of force, restraints and weapons is an integral part of all basic training programs in the region. However, modern prison management may also require more sophisticated 'mental' skills such as reasoning, discussion and conciliation with prisoners. Such skills may help to resolve issues involving staff members and inmates or to resolve disagreements between inmates without the need to resort to punishments, force or restraints. Some jurisdictions have recognized this by introducing 'cognitive skills' courses not only for prisoners but also for staff.

- *Do you face any gaps in your training with respect to the use of force and restraints?*
- *Do you have adequate training programs for staff in areas such as 'cognitive skills' reasoning and negotiation?*

#### **2. Workplace Safety: Internal and External Monitoring**

There are many facets of prison life where 'health and safety' issues may arise. These include general safety issues within prison wings/blocks (including the management of 'dangerous' inmates) and more specific safety issues in places of work such as bakeries, workshops and laundries.

Prison departments will, no doubt, establish their own internal monitoring services for such issues. Many countries also have specialist government departments with responsibility for inspecting and monitoring workplace safety. These agencies commonly focus mainly on private sector operations in areas of high risk (such as

mining and construction work) but their powers may also extend to public sector agencies, including prisons.

- *What internal processes are in place within your department for monitoring and managing workplace safety issues?*
- *Do external 'health and safety' agencies also play a role?*

### **3. A Sense of Direction, of 'Belonging' and of Organizational Support**

It seems likely that the wellbeing of correctional staff is enhanced when they have a positive self-image and a clear sense of direction and purpose in their work; and where they also have a sense of 'belonging' within an organization and are confident of appropriate levels of support from the organization.

- *Correctional services generally have 'vision' and 'mission' statements or statements of broad objectives. Is it helpful for such statements to include reference to the role and position of staff as well as inmates?*
- *What formal processes and structures have you established to create a sense of belonging and of organizational support?*
- *What other types of more informal activity have you found to be useful – for example, staff 'social clubs' and social events (some of which may also include staff members' families)?*

### **4. Counselling and Support Services**

All prison services would probably agree that psychological counselling and other support services are valuable for prisoners, not only in promoting their rehabilitation but also in helping them to cope with the prison experience. However, staff may also experience a range of problems such as a loss of confidence about their ability to do their work (or their safety), depression or personal problems. These problems are likely to be especially acute at times of crisis, such as the aftermath of a major disturbance or when a serious offence has been committed against a staff member by a prisoner.

- *Are counselling and other support services readily available to staff members who may be experiencing difficulties at work?*
- *Are additional services available at times of crisis?*
- *How do you resource such services? Are they provided by your Department or by other service providers?*

### **5. Family Safety and Involvement**

It may well be that family members of prison staff worry about the safety and wellbeing of their loved ones; and sometimes family members themselves may feel under threat from criminal elements in the general community. This can obviously affect the wellbeing of staff members and their capacity to perform at the highest standards.

- *Have you taken initiatives to engage with the families of staff (for example, through family outings or other social activities) and to provide avenues for family members to raise concerns such as their safety? Have such initiatives helped in promoting staff wellbeing?*

### **6. The Role of Trade Unions**

Trade unions exert more influence in some parts of the region than in others. In many places, the unions that represent correctional staff will undoubtedly present challenges for prison management but they may also provide opportunities. Unions commonly play a role in negotiations on the terms of contracts of employment such as wages, leave entitlements and job security. They may also become actively involved at ‘negative’ times of crisis (for example, if a staff member is assaulted). However, it is interesting to ask whether their role extends (or could extend) in a more ‘positive’ and proactive way to other areas of staff wellbeing.

- *Do Trade Unions play a significant role in your jurisdiction?*
- *If so, is this essentially limited to negotiations about wages and employment contracts and responding to problems? Or do unions have a more proactive role to play in terms of staff wellbeing?*

## **7. Other Issues**

Please raise any other issues that are of concern in your jurisdiction

## **8. Conclusion**

By way of a conclusion, you may wish to reflect on what you see as the most important challenges that you have faced in terms of staff wellbeing and to identify the methods that you have found to be most effective in addressing such concerns.

\*\*\*\*\*

# **AGENDA ITEM 4: Improving The Reintegration Of Offenders Into The Community**

## **Introduction**

The reintegration of prisoners has emerged as a crucial issue facing correctional services at recent APCCA conferences. Indeed, it can be argued that it is easier to ensure a safe and secure prison than it is to manage the safe and secure reintegration of prisoners into society. The precise nature and extent of the problem will vary between jurisdictions but research which has been carried out on the question of ‘desistance’ (in other words, why do many ex offenders actually stop offending) suggests that accommodation, employment, peer pressure, family issues, access to support services and abstinence from substance abuse are key areas. These findings probably reflect what prison administrators have felt, through experience, for a long time.

This Agenda Item presents an opportunity for APCCA members to share their experiences, including the findings of any research on the problems of reintegration, the success of measures that have been adopted to date and any projected initiatives.

## **Framework for Discussion Paper**

### **1. Terminology and Policy Framework**

Although the term ‘reintegration’ is commonly used, some commentators have suggested that it is not the best word to describe the problem because it implies that

the prisoner was well-integrated in society prior to being imprisoned. In many cases, this was not the case, and it may actually have been a lack of 'integration' that led to the person ending up in prison. Some countries therefore prefer to use terms such as 'resettlement' and 're-entry' in preference to reintegration.

- *Do you have a preferred term? Which word best represents the nature of the problem?*

The policy focus on reintegration / re-entry / resettlement as an issue for correctional services has undoubtedly increased over recent years:

- *Is the growing focus on reintegration / re-entry / resettlement now formally recognized in your prisons legislation, mission and vision statements and other policy documents?*

## **2. Key Focus Areas**

Whether one talks of reintegration, resettlement or re-entry, some common threads seem to emerge across the region. For example, the sense of the 2004 and 2005 APCCA conferences was that most prisoners want the same things as most members of society at large, such as decent accommodation, a job and a stable family life. This means that it is important to consider how best to provide practical measures of support for ex-prisoners in matters such as housing, employment, financial management and inter-personal relationships. In addition, it may be important to support and monitor ex-prisoners who face personal problems such as mental health or substance abuse.

- *What are the key focus areas for successful prisoner reintegration in your jurisdiction?*

## **3. Fostering Reintegration I: The Period in Prison**

Most prisoners will be released back into society at some stage – usually, the only question is when this will happen. The period in prison therefore forms the first stage of successful reintegration. All prison systems in the region now espouse principles of rehabilitation, and seek to provide what they can by way of education and vocational training. These appear to be integral aspects of preparing people for release. The aim of this Agenda Item is not to provide details of the various programs and initiatives but it may be helpful for delegates to identify areas of strength and areas for possible improvement.

- *Are there any initiatives with respect to education and vocational training that you have found particularly successful in terms of reintegration?*

Another area that is generally important to successful reintegration is the prisoner's family relationships:

- *How do you seek to maintain and even to improve family relationships (or relationships with other community groups) while prisoners are incarcerated?*

## **4. Fostering Reintegration II: A Staged Release to the Community?**

In most prison systems there will probably be some prisoners who are released to the community directly from high security facilities. It may also be that some of these prisoners are not subject to any kind of monitoring or supervision on release. However, as a matter of principle (and this is generally also supported by research

evidence) it would appear to be desirable, as far as possible, to ‘stage’ the prisoner’s release back into the community. This can include placement at work camps or other low security facilities before release and also the introduction of monitored release schemes such as Home Detention and parole.

- *Do you find that low security facilities such as work camps can play a useful role in prisoner reintegration?*
- *Do you have a parole system (or a system such as home detention) that allows prisoners to live in the community but to be monitored and supervised? Is there research evidence as to the success of such programs?*

## **5. Fostering Reintegration III: Removing Hurdles**

A high priority for most prisoners on release is to obtain employment. However, it is common to hear complaints that they find it very difficult to obtain work (even with the benefit of prison training programs) because employers are reluctant to employ them.

- *Do you have legislation that allows ex-offenders to ‘wipe the slate clean’ in the sense that previous convictions (at least for minor offences) cannot count against them for employment purposes?*
- *Have you developed any successful linkages with employers so that ex-prisoners can be employed upon release? What do you think is the key to success in such initiatives?*

## **6. Fostering Reintegration IV: Preparing the Community**

It would probably be a mistake to focus reintegration initiatives and energies only on the offender and his or her family. The offender is re-entering society as a whole and it well may be that initiatives need to be taken to remind society of the legitimate expectations of ex-prisoners.

- *Do you think that the community is adequately prepared to accept ex-prisoners?*
- *Have you undertaken any successful initiatives in this area?*

## **7. Fostering Reintegration V: Continuity and Inter-Agency Collaboration**

A focus on reintegration inevitably brings a focus on the role of other agencies. For example, most countries have agencies with responsibility for assisting people with housing, employment or family relationships. One difficulty that can arise is whether there is sufficient inter-agency collaboration; and there may even be ‘demarcation disputes’ about which agency has responsibility for (and therefore has to pay for) certain services.

- *Could inter-agency collaboration in the provision of reintegration services be improved in your jurisdiction?*
- *Can you provide some examples of successful inter agency initiatives?*

## **8. Conclusion**

By way of a conclusion, you may wish to reflect on what you see as your most important challenges in terms of successful reintegration, as well as what approaches you have found to and any initiatives that are being developed.

## DISCUSSION GUIDE FOR SPECIALIST WORKSHOPS

As at other recent conferences, delegations are invited to prepare papers on one or more of the Specialist Workshop topics. This Guide provides some general suggestions about the scope and possible content of the 'Specialist Workshop' topics.

**Please note:** *For planning purposes, it is important to indicate, on the relevant section of the conference registration form, the topics (if any) on which you intend to make a Workshop presentation.*

### SPECIALIST WORKSHOP 1 : Effective Drug / Substance Abuse Treatment

In most countries, a high proportion of inmates have a history of substance abuse. Sometimes such abuse involves illicit drugs (such as amphetamines and opiates) but it can also involve the excessive use of legal substances such as alcohol or the 'sniffing' of inhalents such as petrol, paint or glue.

Some prisoners will be serving sentences for specific drug offences relating to possession, sale, importation or manufacture. Many more will be serving sentences for offences that are attributable to substance abuse. Sometimes (as may be the case with alcohol, 'sniffing' or amphetamine abuse), this is due to the direct effects of the drugs on people's behaviour. Sometimes (as may be the case with heroin) it is not so much the direct effects of the drugs but the fact that addicts feed their 'habit' through criminal activities (including drug dealing, robbery and burglary). Drug use also partly accounts for the growing number of female prisoners in most parts of the region.

In most places, therefore, prison populations would be drastically reduced if levels of substance abuse were reduced. Delegations are invited to discuss how they have tackled such issues and the programs that they have found to be effective.

One possible approach is for the paper to describe one specific program that has been evaluated and found to be effective (or ineffective), and the reasons why it appears to be effective (or ineffective).

Another possible approach is to provide a more general overview. This is likely to include some of the following issues:

- *Basic philosophies:* is your approach one of 'zero tolerance' / 'total abstinence' from drugs, or one of 'harm minimization'?
- *Forms of treatment program:* for example, the value of psychological treatment programs compared with initiatives such as 'self help' groups, meditation and religion.
- *Gender and ethnic differences:* how far do you develop specific programs for specific groups of offenders? Do you find that female offenders benefit from female-specific programs?
- *Experience with the use of drugs* such as Methadone or Naltrexone in treating drug addiction.
- *What are the best 'structural' arrangements?* For example, do you find that it is adequate to provide treatment in a normal 'mainstream' prison environment or are there benefits in establishing special units within prisons, or separate drug treatment institutions (such as Drug Rehabilitation Centres or 'boot camps')?
- *Continuity.* In theory, it should be easier to control drug use in prison than in the community. This suggests that post-release follow-up is important. How do you



seek to provide continuity in the treatment and monitoring of offenders after they have been released?

## **SPECIALIST WORKSHOP 2: Dealing with Prisoners with Medical / Mental Health Problems**

Recent conferences have commented on the growing complexity of the prison population in the sense that more and more inmates have serious medical and mental health problems. This topic is very broad and there are significant regional differences; for example, TB, HIV/AIDS and Hepatitis are major problems in some places but less problematic in others. At the time of preparing this Discussion Guide, worldwide discussions were also being conducted at the highest levels of government to consider how best to counteract the 'avian flu' threat.

One possible approach to preparing a paper on this topic (as with the other Specialist Workshops) is to provide a 'case study' of one specific area of concern. For example, you might consider the measures that have been adopted (or what contingency plans are in place) to counteract the avian flu threat. Or you may wish to share any lessons that can be learned from experience with the SARS threat around 2002/2003. Another possible case study would be to outline measures that are taken to prevent the spread of blood borne diseases such as hepatitis and HIV/AIDS or to tackle mental health issues.

Alternatively, you may wish to provide a more general overview. This is likely to include some of the following matters:

- *The extent of the problem?* What proportion of prisoners enter prison with serious physical health problems? What proportion suffer from mental health problems? And what proportion suffer from both?
- *Co-ordination between prisons and mental health services.* In the case of prisoners with mental health issues, what protocols and arrangements are in place to co-ordinate services between the prison and mental health systems (for example, for prisoners who become very unwell to be transferred from prison to a mental hospital)?
- *Co-ordination between prisons and general health services.* In the case of prisoners with physical illnesses, what arrangements are in place to co-ordinate services between the prison and general health services, including hospitals?
- *Private or public sector service provision.* There are three main models for health service delivery – services from within the corrections department, services from public health providers and service from private health care providers. Which model do you adopt and which do you find most efficient and cost effective?
- *Gaps in service delivery.* From your perspective as prison administrators, are there any particular 'gaps' in service delivery (for example, some jurisdictions may cater well for people with a treatable mental illness but struggle to provide for those with brain damage or 'personality disorders' that are not 'treatable').
- *Continuity of services and monitoring on release.* One potential benefit of a prison is that it allows treatment to be given to people who are sick and who do not (or cannot) access treatment when they are in the community. How do you seek to ensure continuity of treatment (including monitoring people with infectious diseases) when prisoners are released?

## **SPECIALIST WORKSHOP 3 : Alternatives to Custody**

Most criminal justice systems would accept the proposition that imprisonment should only be used for people for whom there is no realistic alternative; in other words, it is the 'option of last resort.' Developing successful alternatives to custody can also help to reduce the financial and social costs of imprisonment, including the problems of reintegration that are commonly faced by ex-prisoners. This is especially important at times of overcrowding and financial constraint.

There are three main 'levels' or 'stages' at which alternatives to custody may be developed:

- Alternatives that are designed to reduce the number of unsentenced prisoners. This is likely to be particularly important in countries with high numbers of prisoners who are being held on remand prior to trial or 'under trial'.
- Measures that are designed to reduce the flow of sentenced prisoners into the prison system, such as new forms of community based sentences that involve the supervision, monitoring and treatment of offenders in the community rather than in prison.
- Measures that are designed to speed up the flow of prisoners out of the system – for example, parole systems that allow prisoners to be released before the end of their sentence, subject to monitoring, supervision and the threat of being sent back to prison.

Numerous jurisdictions have introduced such measures over recent years. It would be particularly valuable for APCCA members to learn of initiatives that have been evaluated and found to be successful. Possible issues include the following:

- *Priorities.* What are your priority areas?
- *Benefits and public acceptance.* What benefits do you see in alternatives to custody, and how can you convince the public and politicians of those benefits?
- *Structural arrangements.* In some places, community based measures (such as probation) are run by government departments other than correctional services. In others, corrections have responsibility for both prisons and community measures. What are the arrangements in your jurisdiction?
- *Type of Conditions.* What sort of measures have you adopted (for example, what sort of conditions can be placed on offenders in the community?)
- *Have community based initiatives 'worked'?* There are at least two aspects to this. First, have community based initiatives actually reduced the use of custody (or have they displaced other non custodial options such as fines)? Secondly, have you conducted any studies into the effectiveness of such measures in terms of recidivism rates or other measures of 'effectiveness'?

## APPENDIX E

### Summary of Substantive Agenda Items at APCCA Conferences

1. **Hong Kong, 1980**
  - a. Trends and problems
  - b. Alternatives to Imprisonment and Effects of Prison Management
  - c. Management Services
  - d. Sixth UN Congress – Implications for Asia Pacific
  
2. **Thailand (Bangkok), 1981**
  - a. Prison Industry
  - b. Remands
  - c. The Status of Prison Officers and Human Rights
  - d. Prisoners Exchange Arrangements in Asia and the Pacific
  - e. The Problem of Drug Offenders in the Prisons of Asia and the Pacific
  
3. **Japan (Tokyo), 1982**
  - a. Staff Development
  - b. Release under Supervision
  - c. Vocational Training
  - d. Classification and Categorization of Prisoners
  
4. **New Zealand (Wellington), 1983**
  - a. Developing Public Awareness in Corrections
  - b. Novel and New Problems and Programmes in the Regions
  - c. Young Offenders in Corrections
  - d. The Problem of Drug Offenders in Prison
  - e. Prison Health Services
  - f. Prison Industries
  
5. **Tonga, 1984**
  - a. The Use of Technology in Prisons
  - b. The role of Volunteers in Prisons in Relation to Programmes for Inmates
  - c. Problem for the Physical and Mentally Handicapped in Prison
  - d. Mechanisms Used by Various Jurisdictions to Monitor Crime and Incident Rates in Prison
  
6. **Fiji (Suva), 1985**
  - a. Investigations of Incidents in Prisons
  - b. Facilities and Programmes for Female Prisoners Including Those Inmates with Children
  - c. Extent and Use of Minimum Force in Prison
  - d. Recruitment and Development Training
  - e. Changing Responsibilities of Correctional Administrators
  
7. **Republic of Korea (Seoul), 1986**
  - a. Remandees : Management, Accommodation and Facilities
  - b. Draft Standard Minimum Rules for the Treatment of Prisoners
  - c. Educational Opportunities in Prison with Particular Reference to Primary and Reintegrative Education
  - d. International Transfer of Prisoners within the Asian and Pacific Region
  - e. Providing Employment for Inmates

- 8. Malaysia(Kuala Lumpur), 1987**
  - a. Counter Measure to Overcrowding in Prisons
  - b. Work Release and Associated Matters
  - c. Effective Links between Prison Industry and the Private Sector
  - d. Impact on Prison Management of External Monitoring
  - e. Regional Co-operation for Training of Prison Officers
  
- 9. Australia (Sydney and Melbourne), 1988**
  - a. Trends and Patterns in Penal Populations : Size, Composition, Type and Characters
  - b. Inter-agency Cooperation Within the Criminal Justice System, namely between Corrections and Other Agencies
  - c. Safeguarding Human Rights within the Penal System
  - d. The Media, its Power and Influence upon Corrections System
  
- 10. India (New Delhi), 1989**
  - a. Current Penal Philosophy
  - b. Current Alternatives to Prison
  - c. Changing Work Role of Prison Staff
  - d. Current Crisis Management Techniques
  
- 11. China (Beijing), 1991**
  - a. Correctional Statistics, Research and Development
  - b. Prison Education, Training and Work
  - c. Discipline and Grievance Procedures
  - d. Prison and the Community
  
- 12. Australia (Adelaide), 1992**
  - a. Prison Health Issues
  - b. New Developments in Community Corrections
  - c. Private Industry and Prison Management
  - d. International Co-operation in Corrections
  
- 13. Hong Kong, 1993**
  - a. Rights and Treatment of Unconvicted Prisoners
  - b. The Effective Treatment of Different Types of Offenders
  - c. Public Awareness and Support for Corrections
  - d. International Co-operation in Corrections
  
- 14. Australia (Darwin), 1994**
  - a. Management of Intractable and Protection Prisoners
  - b. The Application of Technology and Information Systems in Corrections
  - c. Care and Control of Minority Groups in Prison
  - d. Staffing and Management Systems in Corrections
  
- 15. Japan (Tokyo and Osaka), 1995**
  - a. Prison Health Issues
  - b. Contemporary Issues in Correctional Management
  - c. Classification and Treatment of Offenders
  - d. Impact of External Agencies on Correctional Management

- 16. New Zealand (Christchurch), 1996**
  - a. Community Involvement in Corrections
  - b. Provision of Food and Health Services in Prisons
  - c. Special Issues Relation to the Management of Female Offenders
  - d. International Co-operation at the Global, Regional and Sub-Regional Levels
  
- 17. Malaysia (Kuala Lumpur), 1997**
  - a. National Report on Contemporary Issues
  - b. Vocational Training and the Work of Prisoners
  - c. Private Sector Involvement in Corrections
  - d. Prison Staff : Recruitment, Training and Career Development
  
- 18. Canada (Vancouver), 1998**
  - a. National Report on Contemporary Issues in Corrections
  - b. Best Practices in the Treatment of Offenders
  - c. Creating and Sustaining the Interest of the Community and Government in Corrections
  - d. The Application of Technology to Prison Design and Management
  
- 19. China (Shanghai), 1999**
  - a. National Report on Contemporary Issues in Corrections
  - b. The Corrections or Re-education of Young Offenders
  - c. Defining and Clarifying the Role and Functions in Prisons with a view to:
    - (1) Reducing Recidivism
    - (2) Reducing the Negative Impact of Prison on the Families of Convicted and Unconvicted Criminals; and
    - (3) Enhancing the Use of Community Corrections
  - d. Corrections in the New Millennium : Challenges and Responses
  
- 20. Australia (Sydney), 2000**
  - a. National Report on Contemporary Issues in Corrections
  - b. Women Prisoners
  - c. Community Involvement in Corrections
  - d. Health Issues in Corrections
  
- 21. Thailand (Chiang Mai), 2001**
  - a. National Report on Contemporary Issues in Corrections
  - b. Foreign Prisoners and International Transfer
  - c. Drug Offenders – Psychological and Other Treatment
  - d. The Management of Special Groups of Offenders
  
- 22. Indonesia (Denpasar, Bali), 2002**
  - a. National Report on Contemporary Issues in Corrections
  - b. Outsourcing of Correctional Services
  - c. Recruitment, Training and Career Development of Correctional Staff
  - d. The Reception and Classification of Prisoners as the Key to Rehabilitation
  
- 23. Hong Kong, 2003**
  - a. National Report on Contemporary Issues in Corrections
  - b. Dealing with Prisoners' Complaints and Grievances
  - c. Promoting Desirable Prison Officer Culture and Behaviour
  - d. Major Prison Disturbances : Causes and Responses

**24. Singapore, 2004**

- a. National Report on Contemporary Issues in Corrections
- b. Roles of Community/Public Sector Agencies & Families in Successful Reintegration
- c. Preventing & Containing Infectious Diseases
- d. Managing Public Expectations in the Treatment of Offenders
- e. Practices in Dealing with the Diverse Cultural & Spiritual Needs of Inmates

**25. Republic of Korea (Seoul), 2005**

- a. National Report on Contemporary Issues in Corrections
- b. The Promotion of International Cooperation in Correctional Field
- c. The Management of High Profile and Dangerous Prisoner
- d. "Doing More with Less" : Improving Prison Services at Times of Overcrowding and Financial Constraint

**26. New Zealand (Auckland), 2006**

- a. National Report on Contemporary Issues in Corrections
- b. Maintenance of Institutional Order
- c. The Wellbeing of Correctional Staff
- d. Improving the Reintegration of Offenders into the Community

## Appendix F

### Summary of Specialist Workshop Items at APCCA Conferences

- 21. Thailand (Chiang Mai) 2001**
  - a. Correctional Throughcare
  - b. Indigenous Offenders & Restoration Justice
- 22. Indonesia (Denpasar, Bali) 2002**
  - a. Correctional Standards, Service Quality, Benchmarking and Risk of Reoffending
  - b. Community Participation and Engagement in Corrections
- 23. Hong Kong 2003**
  - a. Prison Industry Partnership
  - b. Training and Succession Planning for Senior Correctional Managers
- 24. Singapore 2004**
  - a. Resolving Ethical Conflicts Amongst Prison Officers
  - b. Innovation within the Correctional Settings
  - c. Communication and Public Relations – Ways to Gain the Support of Media, Politicians & the Public
- 25. Republic of Korea (Seoul) 2005**
  - a. Measuring the Success of Prisoners' Treatment Program
  - b. Preparing and Helping Inmates to Adapt to Society upon Release
  - c. Staff Training and Development
- 26. New Zealand (Auckland) 2006**
  - a. Effective Drug / Substance Abuse Treatment
  - b. Dealing with Prisoners with Medical / Mental Health Problems
  - c. Alternatives to Custody

## **Appendix G**

### **Report on Administration of APCCA Fund**

#### **Report on Administration of Asian and Pacific Conference of Correctional Administrators Fund for the period from 1 September 2005 to 30 September 2006**

##### **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 expenditures above a nominal amount of US\$1,000 would require the prior approval of the APCCA Fund Administrator and one other member of the Finance Committee. The financial statements of the Fund would be tabled at the APCCA meetings.

During the 25<sup>th</sup> APCCA Conference held in Korea from 25 to 30 September 2005, the Conference noted that the financial position of the APCCA Fund is healthy.

The annual honoraria of US\$7,500 and US\$2,500 to Dr. Neil Morgan as Rapporteur and Mrs. Irene Morgan as Co-rapporteur respectively for the year 2005/2006 were given in September 2006.

In addition, a sum of US\$862 due to the Singapore Prisons Department for the ongoing development and maintenance of APCCA website 2005/2006 and the reimbursement of APCCA newsletter production was paid in September 2006.

Furthermore, an amount of US\$5,000 to the Department of Corrections, New Zealand being reimbursement to cover part of the costs of travel arrangements



for the Rapporteur and Co-rapporteur for the year 2005/2006 was paid in October 2006.

## **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)	=	<u>US\$5,000</u>
	Total	<b><u>US\$22,000</u></b>

## **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 2006, a total of US\$19,006 agreed contributions were received. In addition, a sum of US\$4,996, being voluntary contributions by Fiji, Macau (China), Mongolia, Philippines, Solomon Islands, Thailand and Vietnam, was received. Thus, total contributions amounted to US\$24,002. Total expenditure for the year, including a telegraphic transfer handling charge of US\$39, was US\$15,901. After deducting a bank charge of US\$58 and taking into account bank interest income of US\$1,632, there was a surplus of US\$9,675 for the year. With a balance of US\$75,219 brought forward from the previous year, the Fund had an accumulated surplus of US\$84,894 as at 30 September 2006. Apart from the reimbursement of US\$5,000 made to the Department of Corrections, New Zealand as mentioned earlier, there was no

movement in the Fund between 30 September 2006 and the date of this report. Please refer to the attached financial statements for details.

### **Vote of Thanks**

I wish to express my appreciation to those jurisdictions that have contributed to the Fund over the years. 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.

( KWOK Leung-ming )  
Commissioner of Correctional Services, Hong Kong  
9 November 2006

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

## **Introduction**

At the 18<sup>th</sup> 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 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 September 2005 to 30 September 2006.

---

( \_\_\_\_\_ )  
New Zealand

---

( \_\_\_\_\_ )  
Republic of Korea

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**Asian and Pacific Conference of Correctional Administrators (APCCA) Fund**  
**Income and Expenditure Statement**  
**for the period from 1 September 2005 to 30 September 2006**

<b>Income</b>	<b>Note</b>	<b>US\$</b>	<b>2006 US\$</b>	<b>2005 US\$</b>
<b>Contributions Received</b>				
<i>(a) Planned Contributions Received (see Annex I)</i>				
Australia				
New South Wales		1,000		
Queensland		975		
South Australia		975		
Victoria		1,000		
Western Australia		1,000		
Brunei		1,000		
Canada		3,096		
Hong Kong (China)		1,000		
Japan		3,000		
Korea		1,000		
Malaysia		985		
New Zealand		2,975		
Singapore		1,000		
<b>Sub-total</b>			19,006	18,885
<i>(b) Additional Contributions Received (see Annex II)</i>				
Fiji		996		
Macau (China)		1,000		
Mongolia		300		
Philippines		500		
Solomon Islands		200		
Thailand		1,000		
Vietnam		1,000		
<b>Sub-total</b>			4,996	6,328
Total Contributions Received ( a + b )			24,002	25,213
Less: Bank Charges			58	77
Actual Amount Received			23,944	25,136
Add: Interest Income			1,632	360
<b>Total Income</b>			<b>25,576</b>	<b>25,496</b>
<b>Less : Expenditure</b>				
Honorarium to APCCA Rapporteur			7,500	7,500
Honorarium to APCCA Co-rapporteur			2,500	2,500
Reimbursement to cover part of costs of travel arrangements for APCCA Rapporteur and Co-rapporteur			5,000	9,709
Ongoing development & maintenance of APCCA website			585	550
Reimbursement of APCCA newsletter production			277	370
Telegraphic transfer handling charges			39	13
<b>Total Expenditure</b>			<b>15,901</b>	<b>20,642</b>
<b>Net Surplus</b>			<b>9,675</b>	<b>4,854</b>

## Notes

1. Contributions are accounted for on cash basis.
2. Expenditure and interest income are accounted for on accrual basis.
3. Amount comprised : US \$

Ongoing development & maintenance of APCCA website	
US\$0.6350343 X SGD921.90	585
APCCA newsletter production	
US\$0.6350343 x SGD436.05	277
Total	<u>862</u>
4. Amount comprised : US \$

Telegraphic transfer handling charge on payment of honoraria to APCCA Rapporteur and Co-rapporteur	36
Adjustment re telegraphic transfer handling charge on reimbursement of APCCA website maintenance and newsletter production	
US\$0.6350343 X SGD5	3
Total	<u>39</u>
5. Cash at bank represents the balance as at 30 September 2006.
6. Accounts payable

Reimbursement to cover part of the costs of travel arrangements for the Rapporteur and Co-rapporteur was made after the close of the financial year :

<u>Payee</u>	<u>Amount</u>	<u>Date</u>
Department of Corrections New Zealand	US\$5,000	12.10.2006

## Annex I

### Planned Contributions Received (2006)

<b>Jurisdiction</b>	<b>Recommended Minimum Contribution  (US\$)</b>	<b>(a) Intended Contribution (US\$)</b>	<b>( b ) Overseas Bank Charges (US\$)</b>	<b>(c)=(a)- (b) Actual Amount Received (US\$)</b>	<b>Received on</b>
Australia:					
New South Wales	1,000	1,000.00	-	1,000.00	06.02.2006
Queensland	1,000	975.00	6.46	968.54	18.01.2006
South Australia	1,000	975.00	-	975.00	17.01.2006
Victoria	1,000	1,000.00	-	1,000.00	06.02.2006
Western Australia	1,000	1,000.00	-	1,000.00	15.02.2006
Brunei	1,000	1,000.00	-	1,000.00	27.03.2006
Canada	3,000	3,095.55	-	3,095.55	09.09.2006
Hong Kong (China)	1,000	1,000.00	-	992.26 7.74	21.02.2006 27.02.2006
Japan	3,000	3,000.00	6.46	2,993.54	16.01.2006
Korea	1,000	1,000.00	6.46	993.54	02.05.2006
Malaysia	1,000	985.00	6.46	978.54	20.01.2006
New Zealand	3,000	2,975.00	6.46	2,968.54	25.01.2006
Singapore	3,000	1,000.00	6.46	993.54	18.01.2006
<b>Total</b>	<b>21,000</b>	<b>19,005.55</b>	<b>38.76</b>	<b>18,966.79</b>	

## Annex II

### Voluntary Contributions Received (2006)

<b>Jurisdiction</b>	<b>(a) Intended Contribution (US\$)</b>	<b>(b) Overseas Bank Charges (US\$)</b>	<b>(c) = (a) - (b) Actual Amount Received (US\$)</b>	<b>Received on</b>
Fiji	996.07	-	996.07	04.03.2006
Macau (China)	1,000.00	-	1,000.00	27.03.2006
Mongolia	300.00	6.45	293.55	09.02.2006
Philippines	500.00	6.46	493.54	02.02.2006
Solomon Islands	200.00	6.45	193.55	21.02.2006
Thailand	1,000.00	-	1,000.00	15.02.2006
Vietnam	1,000.00	-	1,000.00	28.02.2006
<b>Total</b>	<b>4,996.07</b>	<b>19.36</b>	<b>4,976.71</b>	

## **Appendix H**

### **APCCA Secretariat Report (October 2005 – November 2006)**

#### **For submission to the 26<sup>th</sup> APCCA**

#### **Background**

1. The APCCA Joint Declaration provides for the establishment of the APCCA Secretariat (hereafter referred as the Secretariat) to provide support services to APCCA and to its Governing Board. The main duties of the Secretariat are to serve as a focal contact point between APCCA and its members / other individuals and organisations; produce the APCCA newsletter and operate the APCCA website; implement the resolutions and exercise such powers as authorised by the Annual Conference and / or the Governing Board; and serve as the APCCA Fund Administrator.

2. The Hong Kong Correctional Services Department (HKCSD) and Singapore Prison Service (SPS) were appointed by APCCA at its 21<sup>st</sup> Annual Conference to co-serve as the Secretariat for a term of two years. At the 23<sup>rd</sup> and 25<sup>th</sup> Annual Conference held in 2003 and 2005 respectively, the appointment was renewed for a total period of four years till 2007.

3. Based on a cooperative agreement between the two departments, HKCSD undertakes general administrative duties and liaison work whereas SPS is responsible for the APCCA newsletter publishing and the supervision and maintenance of the APCCA website.

#### **Administrative and Co-ordination Work**

4. Thirty jurisdictions have signed the Joint Declaration and hence become APCCA members. The Corrections Bureau of Korea proposed at the 25<sup>th</sup> Annual Conference to enrich the APCCA symbols with an official flag and obtained the members' support. We at present have three APCCA symbols, namely the Indian oil lamp, the Fijian war club and the APCCA flag.

5. Over the past one year, the Secretariat maintained close contacts with the New Zealand Department of Corrections to assist in the organisation of the 26<sup>th</sup> Annual Conference.



6. Efforts were made by the Secretariat to compile correctional statistics based on the reports from correctional jurisdictions within the Asia-Pacific for members' reference. This year, over 20 jurisdictions responded to our call for returns. The statistics will be published in the 26<sup>th</sup> Annual Conference Report.

7. As the APCCA Fund Administrator, HKCSD manages the Fund in accordance with the APCCA Joint Declaration and with the assistance of the Finance Committee. A separate report on the administration of the APCCA Fund will be presented at the 26<sup>th</sup> Annual Conference.

### **APCCA Newsletter Production**

8. The APCCA Newsletter is a bi-annual publication for the purpose of sharing and learning amongst correctional counterparts in the Asia-Pacific Region. SPS is honoured to take up the production work since assuming duties as a member of the APCCA Secretariat, and has since developed its in-house capabilities for the task.

9. The newsletter production ranging from design, layout, printing, binding and dissemination, is done by inmates, under the supervision of prison officers. Inmates who have prior experience in newsletter publishing serve as mentors guiding fellow inmates in producing the newsletters. SPS recognises that inmates are part of its value chain and such training opportunities can help them develop new skills and can help in enhancing their employability after release.

10. The December 2005 and July 2006 issues have been distributed to APCCA members. The December 2005 issue had the greatest number of contribution thus far; with 12 articles from various countries and jurisdictions. This is a great response to SPS's calls for articles for the newsletter. It also signifies a greater responsibility by the APCCA members to share knowledge and information with one another. SPS receives articles regularly from Canada, Australia, New Zealand, Thailand and Hong Kong. SPS is also heartened to have Solomon Island's contribution since only joining as APCCA member during the 24<sup>th</sup> Annual Conference in Singapore.

11. With the advent of technology, the APCCA newsletters have been uploaded in the APCCA website to provide a greater reach amongst APCCA members as well as to interested parties outside the APCCA circle who are keen to know more about APCCA members.

12. The Secretariat looks forward to the continued support of the APCCA members in the area of article contributions. We hope many will leverage on this newsletter to

share their knowledge and expertise.

13. Currently, the APCCA fund covers the costs for purchasing printing paper and postage charges for distribution of newsletters. The other overheads, including the cost of inmate labour, are absorbed by SPS.

### **APCCA Web Hosting**

14. To facilitate better sharing of information amongst members and promote a wider exposure of the APCCA to the global community, the APCCA Internet website was set up in November 1999 and maintained by the Australian Institute of Criminology (AIC) on behalf of APCCA.

15. With the setting up of the APCCA Secretariat in 2001, SPS was given the responsibility of maintaining and supervising the APCCA website from October 2002 to December 2003. This responsibility has been extended for another term of 2 years till December 2005. Currently SPS is serving the 3<sup>rd</sup> term which will expire in December 2007. SPS has continued the good practice of timely updates (e.g. the publication of the 24<sup>th</sup> and 25<sup>th</sup> APCCA Report, previous copies of Discussion Guides and Papers). SPS has also created web links to conference host website for the 25<sup>th</sup> and 26<sup>th</sup> APCCA to refer useful conference information to the participants.

16. Following discussions at the 23<sup>rd</sup> Annual Conference, SPS has uploaded the Prison Acts and Regulations of the various APCCA member countries on the website. This serves as an excellent platform for knowledge-sharing and research.

17. SPS has refreshed the official website with a new layout since September 2005 to give a more appealing outlook and to make it more reader-friendly.

18. SPS is reimbursed from the APCCA Fund for the engagement of an Internet Service Provider to provide the web hosting service.

### **Concluding Remark**

19. The Secretariat takes this opportunity to thank all APCCA members for their contribution to and support for its work in the past year.

*APCCA Secretariat  
November 2006*

## **Appendix I**

### **Conference Hosts from 2007 to 2012**

2007	Vietnam
2008	Malaysia (to be confirmed)
2009	Western Australia
2010	Canada
2011	Japan
2012	Brunei

## Appendix J

### National & Regional Participation in the Asian and Pacific Conference of Correctional Administrators (1980 – 2005)

	1980 HK	1981 Thailand	1982 Japan	1983 NZ	1984 Tonga	1985 Fiji	1986 Korea	1987 Malaysia	1988 Australia	1989 India	1991 China	1992 Australia	1993 HK
Australia	√	√	√	√	√	√	√	√	√	√	√	√	√
Bangladesh										√			√
Brunei Darussalam						√	√	√	√	√			√
Cambodia													
Canada	√	√					√				√	√	√
China										√	√	√	√
Cook Islands				√		√		√		√	√		
Fiji		√	√	√	√	√	√					√	√
Hong Kong	√	√	√	√	√	√	√	√	√	√	√	√	√
India		√	√		√	√	√	√	√	√	√	√	√
Indonesia	√			√	√	√	√	√	√		√	√	√
Japan	√	√	√	√	√	√	√	√	√	√	√	√	√
Kiribati					√	√	√	√	√			√	
Korea, DPR												√	
Korea, REP				√	√	√		√	√	√	√	√	√
Laos							√						
Macao	√		√	√	√	√			√	√	√	√	√
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	18	17	19

	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005
	Australia	Japan	NZ	Malaysia	Canada	China	Australia	Thailand	Indonesia	HK	Singapore	Korea
Australia	√	√	√	√	√	√	√	√	√	√	√	√
Bangladesh	√											
Brunei Darussalam	√	√	√	√	√	√	√	√	√	√	√	√
Cambodia		√	√	√		√	√	√	√	√	√	√
Canada	√	√	√	√	√	√	√	√	√	√	√	√
China	√	√	√	√	√	√	√	√	√	√	√	√
Cook Islands	√		√									
Fiji	√	√	√	√	√	√		√	√	√	√	√
Hong Kong	√	√	√	√	√	√	√	√	√	√	√	√
India	√	√	√	√	√				√	√	√	√
Indonesia	√	√	√	√	√	√	√	√	√	√	√	√
Japan	√	√	√	√	√	√	√	√	√	√	√	√
Kiribati	√						√			√	√	√
Korea, DPR	√											
Korea, REP	√	√	√	√	√	√	√	√	√	√	√	√
Laos				√							√	
Macao	√	√	√	√		√	√	√	√	√	√	√
Malaysia	√	√	√	√	√	√	√	√	√	√	√	√
Mongolia					√	√	√	√	√	√	√	√
Myanmar												√
Nepal	√											
New Zealand	√	√	√	√	√	√	√	√	√	√	√	√
Pakistan										√		
Papua New Guinea			√					√				
Philippines	√	√	√	√	√		√	√	√	√		√
Samoa					√							
Singapore	√	√	√	√	√	√	√	√	√	√	√	√
Solomon Islands				√	√						√	√
Sri Lanka				√	√			√	√	√	√	√
Thailand	√	√	√	√	√	√	√	√	√	√	√	√
Tonga							√	√	√		√	√
Tuvalu							√					
Vanuatu			√			√						
Vietnam		√	√	√	√	√	√	√	√	√	√	√
TOTAL	21	18	21	21	20	18	20	21	21	22	22	23

	2006 New Zealand											
Australia	√											
Bangladesh												
Brunei Darussalam	√											
Cambodia												
Canada												
China	√											
Cook Islands												
Federated States of Micronesia	√											
Fiji	√											
Hong Kong	√											
India	√											
Indonesia	√											
Japan	√											
Kiribati	√											
Korea, DPR												
Korea, REP	√											
Laos												
Macao	√											
Malaysia	√											
Mongolia	√											
Myanmar												
Nepal												
New Zealand	√											
Pakistan												
Palau	√											
Papua New Guinea												
Philippines	√											
Samoa	√											
Singapore	√											
Solomon Islands	√											
Sri Lanka	√											
Thailand	√											
Tonga												
Tuvalu	√											
Vanuatu	√											
Vietnam	√											
TOTAL	25											

## **Appendix K**

### **APCCA Membership List 2006/2007**

1. Australian Capital Territory, Australia
2. New South Wales, Australia
3. Northern Territory, Australia
4. Queensland, Australia
5. South Australia, Australia
6. Tasmania, Australia
7. Victoria, Australia
8. Western Australia, Australia
9. Brunei Darussalam
10. Cambodia
11. Canada
12. China
13. Hong Kong(China)
14. Macao(China)
15. Fiji
16. India
17. Indonesia
18. Japan
19. Kiribati
20. Republic of Korea
21. Malaysia
22. Mongolia
23. New Zealand
24. Philippines
25. Singapore
26. Solomon Islands
27. Sri Lanka
28. Thailand
29. Tonga
30. Vietnam

## Appendix L

### Governing Board Membership

#### **2005-2006**

New Zealand (Chair)  
China (Elected Member)  
Canada (Elected Member)  
Indonesia (Elected Member)  
Japan (Elected Member)  
Korea (2005 Host)  
Singapore (2004 Host and Secretariat)  
Hong Kong (China) (2003 Host and Secretariat)  
Australia (Rotating Member)  
Brunei (Rotating Member)  
Cambodia (Rotating Member)  
Vietnam (2007 Host)

#### **2006-2007**

Vietnam (Chair and Host)  
Canada (Elected member)  
China (Elected member)  
Japan (Elected member)  
Solomon Islands (Elected member)  
New Zealand (2006 host)  
Korea (2005 host)  
Singapore (2004 host and Secretariat)  
Malaysia (subject to confirmation as 2008 hosts)  
Hong Kong (China) (Secretariat)  
India (Rotating member)  
Fiji (Rotating member)  
Thailand (Rotating member)



## **Appendix M**

### **APCCA Finance Committee Meeting**

Notes of Meeting of APCCA Finance Committee  
held at Coromandel Room, Rendezvous Hotel, Auckland, New Zealand  
(1330 hrs on 26 November 2006)

#### Present

Mr. Leung-ming KWOK of Hong Kong (China)  
Mr. James Ryan of ACT, Australia  
Mr. Barry Matthews of New Zealand  
Mr. Seong-shin SEUNG of Korea

#### Recorder

Mr. Yick-kei LAM of Hong Kong (China)

#### In Attendance

Mr. Ahn-shik KIM of Korea

#### APCCA Fund Administrator's Report

The period covered was from 1 September 2005 to 30 September 2006.

A total of US\$19,006 agreed contributions (US\$18,885 for last year) were received. A total of US\$4,996 voluntary contributions (US\$6,328 for last year) were also received from Fiji, Macau, Mongolia, Philippines, Solomon Islands, Thailand and Vietnam. Total contributions received were US\$24,002.

Total expenditure amounted to US\$15,901 covering costs of APCCA website development and maintenance, newsletter production, honoraria and travel expenses for the APCCA Rapporteur and Co-Rapporteur, and telegraphic transfer handling charge.

A net surplus of US\$9,675 was generated after deducting a bank charge of US\$58 and taking into account bank interest income of US\$1,632, thus making an accumulated surplus of US\$84,894.

New Zealand (the current host) and Korea (the host of 25<sup>th</sup> APCCA) audited the Fund Administrator's Report prepared by Hong Kong (China). They found the financial statements a true and fair view of the state of affairs of the Fund for the period covered. The audited report would be submitted for endorsement at the Governing Board meeting.

#### Any Other Business

Nil

## Appendix N

### The Asian and Pacific Conference of Correctional Administrators Joint Declaration, as amended at the 24<sup>th</sup> APCCA

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 purpose 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
  - (e) Secretariat;
  - (f) identifying and recommending a suitable person to serve as Rapporteur, as required, for the endorsement of the Annual Conference; and
  - (g) recommending agenda items for each Annual Conference.
14. There will be a maximum of 14 Governing Board members, including the Board Chair. The composition of the Governing Board for a particular Annual Conference will be as follows:
  - (a) Board Chair – the host of that 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;
  - (d) Rotating membership – the rotating membership will consist of three reversed alphabetically chosen states/territories/areas attending the previous year's Annual Conference;
  - (e) Secretariat host membership – the existing APCCA Secretariat host(s); and
  - (f) Next host membership – the host of the next Annual Conference.
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 authorized 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.





