

Appendix A

List of Participants

	<u>Rapporteur and Co-Rapporteur</u>
Rapporteur	Professor Neil Morgan Faculty of Law The University of Western Australia 35 Stirling Highway Crawley, Western Australia 6009 Australia
Co- Rapporteur	Ms Irene Morgan Department of Health 189 Royal Street East Perth, Western Australia 6004 Australia
	<u>Delegates</u>
Country	Name
Australia (ACT)	Mr. James Ryan Executive Director ACT Corrective Services GPO Box 158, Canberra ACT 2601 Australia
Australia (WA)	Mr. Ian Johnson Commissioner Department of Corrective Services 141 St Georges Terrace Perth, Western Australia 6000 Australia

Australia (QLD)	Mr. Jim Mullen Executive Director Queensland Corrective Services GPO Box 1054 Brisbane, Queensland 4001 Australia
Australia (TAS)	Mr. Graeme Barber Director of Prisons Tasmania Prison Service PO Box 24, Lindisfarne Tasmania 7015 Australia
Australia (NSW)	Mr. Colin Kelaher Assistant Commissioner Department of Corrective Services PO Box 607, Sydney, New South Wales 2333 Australia
Australia (NT)	Mr. Jens Tolstrup Executive Director Northern Territory Correctional Services PO Box 3196 Darwin, Northern Territory 0801 Australia
Australia (SA)	Ms Carol Saville Manager, Organizational Development Department of Correctional Services South Australia Australia

Brunei Darussalam	Mr. Haji Abdul Manan Acting Director of Prison Brunei Darussalam Prisons Department Ministry of Home Affairs Jalan Jerudong, BG 3122
Brunei Darussalam	Mr. Kwa Kian Sin Chief Officer Brunei Darussalam's Prisons Department Brunei Darussalam Prisons Department, Ministry of Home Affairs Jalan Jerudong, BG 3122
Cambodia	Mr. Hak Heng Director General General Department of Prison Management Ministry of Interior 275 Preah Norodom Boulevard PO Box 063 Phnom Penh Cambodia
Cambodia	Mr. Samkol Sokhan Deputy Director General of Prison Management Ministry of Interior Cambodia
Cambodia	Mr. Bunsorn Kuy Deputy Director General General Department of Prison Norodom Boulevard PO Box 1120 Cambodia
Cambodia	Mr. Lenin Hov Deputy Director of Correction Department Cambodia

Cambodia	<p>Mr. Kim Heng Mong Superintendent General Department of Prison Management 275, Norodom Boulevard Chamcar Mon, Phnom Penh Cambodia</p>
Cambodia	<p>Mr. Savuth Chhem Superintendent General Department of Prison Management 275, Norodom Boulevard Chamcar Mon, Phnom Penh Cambodia</p>
Cambodia	<p>Mr. Sam Ath Moung Superintendent General Department of Prison Management 275, Norodom Boulevard Chamcar Mon, Phnom Penh Cambodia</p>
Cambodia	<p>Mr. Samean Mom Deputy Director General Department of Prison Management 275, Norodom Boulevard Chamcar Mon, Phnom Penh Cambodia</p>
Cambodia	<p>Mr. Lam Kun Both Prison Technical Assistant Cambodia Criminal Justice General Department of Prison Cambodia</p>

Cambodia	Mr. Bunnal Ky Prison Technical Assistant Cambodia Criminal Justice General Department of Prison Cambodia
Hong Kong (China)	Mr. Kwok Leung-ming Commissioner of Correctional Services Correctional Services Department Hong Kong Special Administrative Region 24th floor, Wanchai Tower, 12 Harbour Road, Wanchai, Hong Kong
Hong Kong (China)	Mr. Alex Chan Chi-fat Superintendent CSI Correctional Services Department Hong Kong Special Administrative Region 27th floor, Wanchai Tower, 12 Harbour Road Wanchai, Hong Kong
Hong Kong (China)	Mr. Tse Ho-yin Chief Officer Staff Officer Correctional Services Department Hong Kong Special Administrative Region 24th floor, Wanchai Tower, 12 Harbour Road, Wanchai, Hong Kong
Hong Kong (China)	Mr. Woo Ying-ming Chief Officer Career Development Correctional Services Department Hong Kong Special Administrative Region 23rd floor, Wanchai Tower, 12 Harbour Road Wanchai, Hong Kong

Hong Kong (China)	Ms. Lily Chen Principal Information Officer Correctional Services Department Hong Kong Special Administrative Region 24th floor, Wanchai Tower, 12 Harbour Road Wanchai, Hong Kong
Hong Kong (China)	Mr. Wong Kwok-hing Principal Officer Security Correctional Services Department Hong Kong Special Administrative Region 99 Tung Tau Wan Road Stanley, Hong Kong
Hong Kong (China)	Mr. Tang Kai-cheung Principal Officer Correctional Services Department Hong Kong Special Administrative Region Cape Collinson Correctional Institution 123 Cape Collinson Road Chai Wan, Hong Kong
Hong Kong (China)	Mr. Cheung Shu-yan Officer Correctional Services Department Hong Kong Special Administrative Region 4th floor, Oi Kwan Court, 28 Oi Kwan Road Wanchai, Hong Kong
Macau (China)	Ms. Loi Kam Wan, Kamy Deputy Director Macao Prison Macao SAR Rua de S. Francisco Xavier s/n Coloane, Macau

Macau (China)	Ms Wu Kit I, Bess Acting Director Youth Correctional Institution Legal Affairs Bureau Macao SAR EST, De Cheoc Van, No.1 Coloane, Macau
Macau (China)	Mr. Ng Ioi On, Stephen Head of Prison Affairs Department Macao Prison Rua de S. Fransisco Xavier s/n Coloane, Macau
Macau (China)	Ms Lei Kit U Head Officer of the Girls Home Youth Correctional Institution Legal Affairs Bureau Macao SAR EST, De Cheoc Van, No 1 Coloane, Macau
Macau (China)	Mr. Ip Lok Leong Officer Macao Prison Macao SAR Rua de S. Fransisco Xavier s/n Coloane, Macau
Macau (China)	Mr. Lam Kam Sau Officer Macao Prison Macao SAR Rua de S. Fransisco Xavier s/n Coloane, Macau

Macau (China)	<p>Mr. Raymond Ng Social Worker Department of Social Rehabilitation Legal Affairs Bureau Macao SAR Ave. Do Ouvidor Arriaga No.70A Edf. Fortune Tower, 1 Andar Esquerdo, Macao</p>
Macau (China)	<p>Ms Chan In Mui, Florence Second Class Senior Specialist Macao Prison Macao SAR Rua de S. Fransisco Xavier s/n Coloane, Macau</p>
Macau (China)	<p>Ms. Iun Chi Ying, Cathy Second Class Specialist Macao Prison Macao SAR Rua de S. Fransisco Xavier s/n Coloane, Macau</p>
Macau (China)	<p>Ms. Joana Lei Counselor Youth Correctional Institution Legal Affairs Bureau Macao SAR Est. De Cheoc Van, No. 1 Coloane, Macau</p>
Macau (China)	<p>Ms. Wu Man Teng, Cindy Second Class Administrative Assistant Macao Prison Maggosar Rua de S. Fransisco Xavier s/n Coloane, Macau</p>

Macau (China)	Mr. Tam Chong Kei Monitor of the Boys Home Youth Correctional Institution Legal Affairs Bureau Macao SAR EST. De Cheoc Van, No. 1 Coloane, Macau
Macau China	Mr. Cheong Kam Lon First Class Specialist Macao Prison Macao SAR Rua de S. Fransisco Xavier s/n Coloane, Macau
Fiji	Mr. Ioane Naivalurua Commissioner of Prisons Fiji Prisons Service Prisons Headquarters, Level 2, Civic House Suva, Fiji
Fiji	Mr. Auta Moceisuva Assistant Commissioner of Prisons Fiji Prisons Service Prisons Headquarters, Level 2 Civic House Suva, Fiji
India	Ms. Anita Chaudhary Additional Secretary Ministry of Home Affairs Room No. 114. B, North Block New Delhi 110001, India

India	Mr. Badri Vishal Trivedy Assistant Director Bureau of Police Res & Dev New Delhi, India
India	Mr. Chokha Garg Deputy Inspector General Prisons Delhi Prisons Tihar, Delhi, India Prison Headquarter, Central Jail Tihar Janak Puri, New Delhi 118864, India
India	Ms. Upneet Lalli Deputy Director Institute of Corrections India Institute of Corrections ADM Sec 26
India	Panchu Gopal Dutta Secretary Jails- Cum India
India	Mr. V. Thiagrajan Inspector General Prisons and Director, Correctional Services, Prisons Directorate, Home Department Government of Orissa, India
India	Mr. Sandeep Poundrik I.G Prisons, Bihar India

India	Mr. Deepak Kumar Vidyarthi A.I.G Prisons Jharkhand Home Prisons Department India
India	Mr. N.P.S. Randhawa Additional Inspector General of Prisons U.T. Prisons, Chandi Garh India
India	Mr. Yap Tshering Bhutia
India	Mr. D.P. Sharma Special Secretary, Home Department Government of Sikkim India
India	Mr. R. Sekar Addl Director General Tamil Nado Prisons Department CMDA Tower II
India	Mr. Shri Madhab Saikia Superintendent, District Jail, Sivasagar, Assam India
India	Mr. Banshi Dhar Sharma IG, Government of West Bengal
India	Mr. Cornelius Ekka Inspector General of Prisons Home Prisons Department India

Indonesia	Mr. Untung Sugiyono Director General Directorate General of Correction Indonesia Jalan Veteran No.11
Indonesia	Mr. Mashudi Director of Social Guidance Directorate General of Correction Indonesia Jalan Veteran No.11
Indonesia	Mr. Ceno Hersusetiokartiko Head of Sub-division of Law and Reports Directorate General of Correction Indonesia Jalan Veteran No.11
Indonesia	Mr. Aman Riyadi Head of Program Development and Report Division Directorate General of Correction Jalan Veteran No 11 Indonesia
Indonesia	Mr. Haru Tamtomo Head of Children Correctional Institution Children Correctional Institution Tangerang Jalan Raya Daan Mogot No. 29C Tangerang, Banten Indonesia
Indonesia	Mr. Ambeg Paramarta Head of Planning Bureau Department of Law and Human Rights Jakarta Indonesia

Indonesia	Mr. Ali Andra Harahap Staff of Director General Directorate General of Correction Jalan Veteran No.11 Indonesia
Indonesia	Mr. Purwo Ardoko Correctional Institution Building Consultant Manda Putra Consultance. Ltd Indonesia
Indonesia	Mr. Mintarno Prajogo Correctional Institution Building Consultant Manda Putra Consultance. Ltd Indonesia
Indonesia	Mr. Dodot Adikoeswanto Sub-Division of Program Planning Development Indonesia
Japan	Mr. Tsumoru Tomonaga Superintendent Osaka Regional Correction Headquarters Osaka, Japan
Japan	Mr. Koichi Shima Assistant Director General Affairs Division, Correction Bureau Ministry of Justice Tokyo, Japan
Japan	Mr. Takayuki Harada Chief International Affairs Section Prison Service Division, Correction Bureau Ministry of Justice, Japan

Kiribati	Mr. Ioeru Tokantetaake Police/ Prison Commissioner Kiribati Prisons Service Police/ Prison Headquarters Republic of Kiribati
Kiribati	Mr. Titera Tewaniti Assistant Superintendent of Prisons Kiribati Prison Service Republic of Kiribati PO. Box 497
Korea	Mr. Seong-Shin Seung Director General Corrections Bureau Republic of Korea
Korea	Mr. Yae Young Choi Superintendent Correction Bureau, Ministry of Justice Republic of Korea
Korea	Mr. Hong Sung Hwang Superintendent Daegu Prison Dalsur PO Box 7 Daegu Republic of Korea
Korea	Ms. Lee Hee Jung Director Youngdeungpo Detention Center Gochuckdong 102, Gurogu, Seoul Republic of Korea

Korea	Mr. Hyun Hul Kim Chief Inspector, Corrections Bureau Republic of Korea
Korea	Mr. Man Hyuk Huh Chief Inspector Corrections Bureau Republic of Korea
Laos	Mr. Bun Heng Man Xulit Director of Prison Management Department
Laos	Mr. Thoong Khan Deputy Head of Interpol Division
Malaysia	Mr. Datuk Mustafa Bin Osman Director General of Prison Department Malaysian Prison Headquarters 43000 Kajang, Selangor, Malaysia
Malaysia	Mr. Nordin Muhamad Senior Assistant Commissioner of Prisons Malaysian Prison Department Malaysian Prison Headquarters 43000 Kajang, Selangor, Malaysia
Malaysia	Mr. Dato Haji Zulkifli Bin Omar Deputy Director General of Prison Malaysian Prison Department 43000 Kajang, Selangor, Malaysia
Malaysia	Mr. Yasuhimi Yusoff Assistant Commissioner of Prison Department Malaysian Prison Department 43000 Kajang, Selangor, Malaysia

Malaysia	Mr. Anathurai Kalimuthu Superintendent of Prison Malaysian Prison Department Malaysia Prison Headquarters 43000 Kajang, Selangor, Malaysia
Malaysia	Mr. Awang Din Husain Principal Assistant Secretary Ministry of Internal Security No. 1, Jalan 6/28A, Seksyen 6 Malaysia
Mongolia	Mr. Baljinnyam Enkh Amgalan Deputy Director of Prison Department 13/1 Baga Toiruu street, Chingeltei District Ulaanbaatar, Mongolia
Mongolia	Mr. B. Enkh-Amgalan Deputy Director of Prison Department General Executive Department of Court Decision 13/1 Baga Toiruu Street, Chingeltei District Ulaanbaatar, Mongolia
Mongolia	Mr. Sodnom Batsaikhan Director of Prison Number 431 General Executive Department of Court Decision 13/1 Baga Toiruu Street, Chingeltei District Ulaanbaatar, Mongolia
Mongolia	Mr. Gundsambuu Terbish Director of Highest Security Prison Number 405 General Executive Department of Court Decision 13/1 Baga Toiruu Street, Chingeltei District Ulaanbaatar, Mongolia

Mongolia	Mr. Zorigt Amarbayar Research Officer General Executive Department of Court Decision 13/1 Baga Toiruu Street, Chingellei District Ulaanbaatar, Mongolia
Myanmar	Mr. U Zaw Win Director General Prisons Department Senior Officer's Avenue Prisons Department Compound Union of Myanmar
Myanmar	Mr. Zaw Min Aung Staff Officer Prisons Department Union of Myanmar
Myanmar	Mr. Soe Thet Naung First Secretary Embassy of Myanmar 298 A, Kim Ma Street Hanoi, Vietnam
Myanmar	Mr. Aung Kyaw Moe Second Secretary Embassy of Myanmar 298 A, Kim Ma Street Hanoi, Vietnam
New Zealand	Mr. Barry Matthews Chief Executive Department of Corrections PO Box 1206 Wellington, New Zealand

New Zealand	Mr. Mike Martelli General Manager Department of Corrections PO Box 1206 Wellington, New Zealand
New Zealand	Mr. Bob Calland General Manager System and Infrastructure Department of Corrections PO Box 1206 Wellington, New Zealand
Singapore	Mr. Peter Ng Joo Hee Director of Prisons Prison Headquarters 407 Upper Changi Road North Singapore 507658
Singapore	Mr. Chua Chin Kiat Executive Director AETOS Security Management Pty Ltd 1 Mount Pleasant Road Blk 10 Old Police Academy PO Box 034 Singapore 913102
Singapore	Mr. Chow Chee Kin Head Research and Planning Singapore Prison Service Prison Headquarters 407, Upper Changi Road North 20km Singapore 507658

Singapore	<p>Mr. Stanley Tang Assistant Director Operations Singapore Prison Service Prison Headquarters 407, Upper Changi Road North 20km Singapore 507658</p>
Singapore	<p>Mr. Timothy Choo Head Intelligence Cluster B Singapore Prison Service Cluster B Management, Blk 100, # 06-10 Tanah Merah Besar Road, Singapore 498839</p>
Singapore	<p>Ms Esther Chong Manager Employment Assistance Singapore Corporation of Rehabilitative Enterprises 20 Jalan Afifi, CISCO Centre II, # 02-01 Singapore 409179</p>
Singapore	<p>Mr. Troy Thevathasan Counselling Team Leader Singapore Prison Service Cluster A, 982 Upper Changi Road North Singapore 507709</p>
Singapore	<p>Mr. Ang Beng Wee Staff Development Officer Cluster B Singapore Prison Service Cluster B Management, Blk 100, # 06-10 Terah Merah Besar Road, Singapore 498839</p>

Singapore	Mr. Justin Vikneswaran SO Organisational Planning Singapore Prison Service Prison Headquarters 407, Upper Changi Road North 20km Singapore 507658
Singapore	Ms. Karen Tan OC Organisational Planning Singapore Prison Service Prison Headquarters 407, Upper Changi Road North 20km Singapore 507658
Singapore	Mr. Fernandez Dominic Karl OC Programme Cluster A Singapore Prison Service Cluster A, 982 Upper Changi Road North Singapore 507709
Singapore	Mr. Terence Ong Staff Officer Programme Branch Singapore Prison Service Prison Headquarters 407, Upper Changi Road North 20km Singapore 507658
Solomon Islands	Mr. Francis Haisoma Deputy Superintendent Solomon Island Prison Service S.I.P.S. PO Box G36 Honiara, Solomon Islands
Solomon Islands	Mr. Heinz Konga Deputy Commissioner Solomon Island Prison Service PO Box 636 Honiara, Solomon Islands

Solomon Islands	Mr. Richard Gray Senior Programme Development Specialist Ausaid-Ramsi PO Box 1931, Honiara Solomon Islands
Solomon Islands	Mr. Tarion Ekee Acting Deputy Superintendent Solomon Islands Prison Service PO Box G36, Honiara, Solomon Islands
Sri Lanka	Mr. Ravi Mudalige Chief Medical Officer Sri Lanka Prisons Prison Headquarters Colombo, Sri Lanka
Thailand	Mr. Wanchai Roujanavong Director General Department of Corrections 222 Nonthaburi 1 Road Nonthaburi 11000 Thailand
Thailand	Mr. Thanis Sriyaphan Director of Klong Prem Central Prison Klong Prem Central Prison 33/2 Ngarm Wong Wan Road, Jatujak Bangkok 10900, Thailand
Thailand	Mr. Attasit Thongsang Legal Officer Department of Corrections 222 Nonthaburi 1 Road, Nonthaburi 11000 Thailand

Thailand	Mr. Manuch Sroyetch General Administrative Officer Department of Corrections 222 Nonthaburi 1 Road, Nonthaburi 11000 Thailand
Thailand	Miss Yossawan Boriboonthana Probation Officer Department of Corrections 222 Nonthaburi 1 Road, Nonthaburi 1100 Thailand
Vanuatu	Mr. Michael Taun Probation Manager Department of Correctional Services PO Box 3082 Port Vila, Vanuatu
Vietnam	Mr. Pham Duc Chan (Conference Chair) Director Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Van Ninh (Head of Delegation) Deputy Director Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Ngoc Anh Director of An Diem Prison Department of Prison Management Ministry of Public Security Vietnam

Vietnam	Mr. Tran Huu Thong Director of Thu Duc Prison Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Tran Van Bay Director of Phuoc Hoa Prison Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Ma Thanh Phan Director of Quyet Tien Prison Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Le Son Dien Director of Ben Gia Rehabilitation Centre Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Ms. Dao Thi Vinh Assistant Director Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Ta Xuan Binh Deputy Director Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Ho Thanh Dinh Deputy Director Department of Prison Management Ministry of Public Security Vietnam

Vietnam	Mr. Nguyen Ngoc Mui Deputy Director Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Pham Quoc Huynh Deputy Director Department of Prison Management Vietnam
	<u>List of Observers</u>
UNAFEI	Professor Tetsuya Sugano UNAFEI 1-26, Harumi-cho, Fuchu City Tokyo, 183-0057, Japan
UNAFEI	Mr. Atsushi Takagi Officer UNAFEI 1-26 Harumicho, Fuchu City Tokyo Metro, Japan
Vietnam	Mr. Nguyen Van Thong Head of the Sentence Execution Division Department of Prison Management Ministry of Public Security Vietnam

Vietnam	Ms. Nguyen Xuan Oanh Deputy Head of Social Relations and Development Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Phan Xuan Son Head of the Rehabilitation and Education of Prisoners Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. To Xuan Bon Head of Staff Recruitment and Training Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Thua Vu Head of Social Relations and Development Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Duy Vuc Director of Phu Son 4 Prison Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Xuan Phong Director of Thanh Lam Prison Department of Prison Management Ministry of Public Security Vietnam

Vietnam	Mr. Vu The Duong Director of An Phuoc Prison Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Duc So Director of Hoang Tien Prison Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Ngo Van Luc Director of Quang Ninh Prison Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Duong Duc Thang Director of Nam Ha Prison Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Vu Hong Khanh Director of Thanh Ha Rehabilitation Centre Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Thanh Binh Headmaster of the Juvenile School No. 2 Yen Mo, Ninh Binh Province Department of Prison Management Ministry of Public Security Vietnam

Vietnam	Mr. Phan Hong Thanh Head of General Staff Division Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Minh Tuan Deputy Head of General Staff Division Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Van Phuc Deputy Head of General Staff Division Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Nguyen Quang Khanh Deputy Head of Information Technology Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Pham Quang Ngan Director of Thanh Xuan Prison Department of Prison Management Ministry of Public Security Vietnam
Vietnam	Mr. Tran Hoang Quang Director of Gia Trung Prison Department of Prison Management Ministry of Public Security Vietnam

Appendix B

Correctional Statistics for Asia and the Pacific 2007

Prisoners by Gender and Imprisonment Rates, Asia and the Pacific, mid 2007

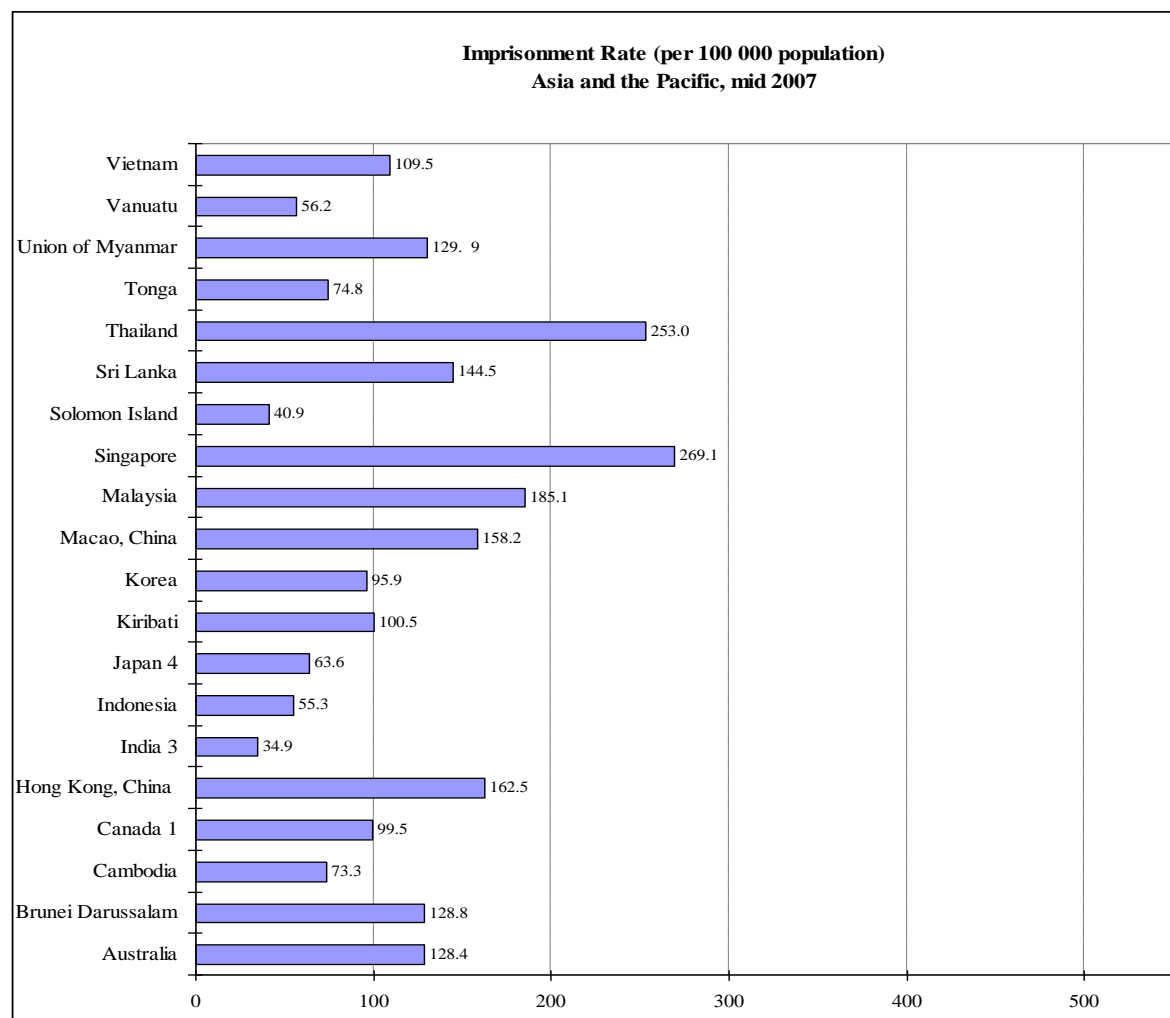
Territory	Male	Female	Total	General Population (‘000)	Imprisonment Rate (per 100 000 population)
Australia	24 699	1 875	26 574	20 701	128.4
Brunei Darussalam	441	51	492	382	128.8
Cambodia	9 760	577	10 337	14 100	73.3
Canada ¹	18548	1269	32118 ²	32271	99.5
Hong Kong, China	9 021	2 190	11 211	6 901	162.5
India ³	344 382	13 986	358 368	1 027 015	34.9
Indonesia	---	---	128 876	233 000	55.3
Japan ⁴	76 098	5 157	81 255	127 765	63.6
Kiribati	93	0	93	93	100.5
Korea	44 035	2 442	46 477	48 460	95.9
Macao, China	732	80	812	513	158.2
Malaysia	45 400	4 905	50 305	27 170	185.1
Singapore	10 912	1 153	12 065	4 484	269.1
Solomon Island	204	1	205	501	40.9
Sri Lanka	27 755	977	28 732	19 880	144.5
Thailand	140 275	24 436	164 711	65 100	253.0
Tonga	81	5	86	115	74.8
Union of Myanmar	55 309	9 754	65063	50 100	129. 9
Vanuatu	123	0	123	219	56.2
Vietnam	81 804	10 349	92 153	84 160	109.5

¹ refers to 2004-05 (April 1 to March 31)

² there were 12,301 persons' gender not stated

³ refers to 1.1.2006

⁴ refers to 31.12.2006



Correctional Statistics for Asia and the Pacific 2007

Table 1: Prisoners by Gender and Imprisonment Rates, mid 2007

Country/Area	Male	Female	Total	General Population('000)	Imprisonment rate (per 100000 population)	% of foreign nationals/non-locals
--------------	------	--------	-------	--------------------------	---	-----------------------------------

Australia	24 699	1 875	26 574	20 701	128.4	19.4
Brunei Darussalam	441	51	492	382	128.8	29.7
Cambodia	9 760	577	10 337	14 100	73.3	3.1
Canada ¹	18548	1269	32118 ²	32271	99.5	---
Hong Kong (China)	9 021	2 190	11 211	6 901	162.5	34.3
India ³	344 382	13 986	358 368	1 027 015	34.9	1.1
Indonesia	---	---	128876	233000	55.3	0.4
Japan ⁴	76 098	5 157	81 255	127 765	63.6	7.6
Kiribati	93	0	93	93	100.5	---
Korea	44 035	2 442	46 477	48 460	95.9	1.8
Macao (China)	732	80	812	513.427	158.2	50.9
Malaysia	45 400	4 905	50 305	27 170	185.1	46.5
Singapore	10 912	1 153	12 065	4 484	269.1	---
Sri Lanka	27 755	977	28 732	19 880	144.5	0.7
Solomon Island	204	1	205	501	40.9	0.5
Thailand	140 275	24 436	164 711	65 100	253.0	3.9
Tonga	81	5	86	115	74.8	---
Union of Myanmar	55309	9754	65063	50100	129.9	0.6
Vanautu	123	0	123	219	56.2	1.6
Vietnam	81 804	10 349	92 153	84 160	109.5	0.3

¹ refers to 2004-05 (April 1 to March 31)

² there were 12,301 persons' gender not stated

³ refers to 1.1.2006

⁴ refers to 31.12.2006

Correctional Statistics for Asia and Pacific 2007

Table 2: Unconvicted Remandees, mid 2007

Country/Area	Unconvicted remandees	% of remandees	Remand rate (per 100000 population)
Australia	6196	23.3	29.9

Brunei Darussalam	39	7.9	10.2
Cambodia	3 741	36.2	26.5
Canada ¹	9987	31.1	30.9
Hong Kong (China)	1421	12.7	20.6
India ²	237076	66.2	23.1
Indonesia	401	0.3	0.2
Japan ³	9748	12.0	7.6
Kiribati	1	1.1	1.1
Korea	15906	34.2	33.0
Macao (China)	160	19.7	31.2
Malaysia	14420	28.7	53.1
Singapore	---	---	---
Solomon Islands	41	20.0	8.2
Sri Lanka	---	---	---
Thailand	43608	26.5	67.0
Tonga	1	1.2	0.9
Union of Myanmar	7431	11.4	14.8
Vanuatu	26	21.1	11.9
Vietnam	---	---	---

¹ refers to 2004-05 (April 1 to March 31)

² refers to 1.1.2006

Correctional Statistics for Asia and Pacific 2007

Table 3(a): Institutional Staff* to Prisoner Ratio, mid 2007

Country/Area	Total institutional staff	Institutional staff to prisoner ratio
Australia	---	---
Brunei Darussalam	512	1:1
Cambodia	1561	1:6.6
Canada ¹	22378	1:1.4
Hong Kong (China)	5179	1:2.2
India ²	47632	1:7.5

³ refers to 31.12.2006

Indonesia	8105	1:15.9
Japan ³	18226	1:4.5
Kiribati	31	1:3.0
Korea	13580	1:3.4
Macao (China)	514	1:1.6
Malaysia	12001	1:4.2
Singapore	1792	1:6.7
Solomon Islands	295	1:0.7
Sri Lanka	4769	1:6.0
Thailand	10526	1:15.6
Tonga	84	1:1.0
Union of Myanmar	5584	1:11.7
Vanuatu	39	1:3.2
Vietnam	12483	1:7.4

¹ refers to 2004-05 (April 1 to March 31)

² refers to 1.1.2006

³ refers to 31.12.2006

Institutional Staff^a 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 2007

Table 3(b): Custodial Staff* to Prisoner Ratio, mid 2007

Country/Area	Total institutional custodial staff	Custodial staff to prisoner ratio
Australia	---	---
Brunei Darussalam	245	1:2.0
Cambodia	520	1:19.9
Canada	---	---
Hong Kong (China)	4517	1:2.5
India ¹	39762	1:9.0

Indonesia	15991	1:8.1
Japan ²	16487	1:4.9
Kiribati	36	1:2.6
Korea	12149	1:3.8
Macao (China)	386	1:2.1
Malaysia	11385	1:4.4
Singapore	1684	1:7.2
Solomon Islands	215	1:1
Sri Lanka	---	---
Thailand	---	---
Tonga	112	1:0.8
Union of Myanmar	5152	1:12.6
Vanautu	39	1:3.2
Vietnam	3502	1:26.3

¹ refers to 1.1.2006

² refers to 31.12.2006

* Custodial Staff¹ 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.).

Country/Area	Total number of offenders receiving community-based supervised sentences	Rate of offenders receiving community-based supervised sentence (per 100000 population)
Australia ¹	48226	233.0
Brunei Darussalam	---	---
Cambodia	---	---
Canada ²	112736	349.3
Hong Kong (China)	4200	60.9
India	---	---
Indonesia	---	---
Japan ³	14772	11.6
Kiribati	---	---

Korea	---	---
Macao (China)	77	15.0
Malaysia	---	---
Singapore	---	---
Solomon Islands	---	---
Sri Lanka	---	---
Thailand	---	---
Tonga	10	8.7
Union of Myanmar	---	---
Vanuatu	48	21.9
Vietnam	---	---

there were also 694 persons under restricted movement such as home detention and electronic monitoring on 1.6.2007, however Australia is not able to distinguish between whether that was as an alternative to imprisonment or post release

² refers to 2004-05 (April 1 to March 31)

³ refers to 31.12.2006

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

Correctional Statistics for Asia and the Pacific 2007

Table 4(b): Rate of Offenders Subject to Supervised Orders upon Release From a Custodial Sentence, mid 2007

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 ¹	9875	47.7
Brunei Darussalam	---	---
Cambodia	---	---
Canada ²	7765	24.1
Hong Kong (China)	2725	39.5
India	---	---
Indonesia	2902	1.2
Japan ³	7304	5.7
Kiribati	4	4.3
Korea	---	---

Macao (China)	209	40.7
Malaysia	---	---
Singapore	699	15.6
Solomon Islands	---	---
Sri Lanka	---	---
Thailand	---	---
Tonga	2	1.7
Union of Myanmar	---	---
Vanuatu	56	25.6
Vietnam	---	---

there were also 694 persons under restricted movement such as home detention and electronic monitoring on 1.6.2007, however Australia is not able to distinguish between whether that was as an alternative to imprisonment or post release.

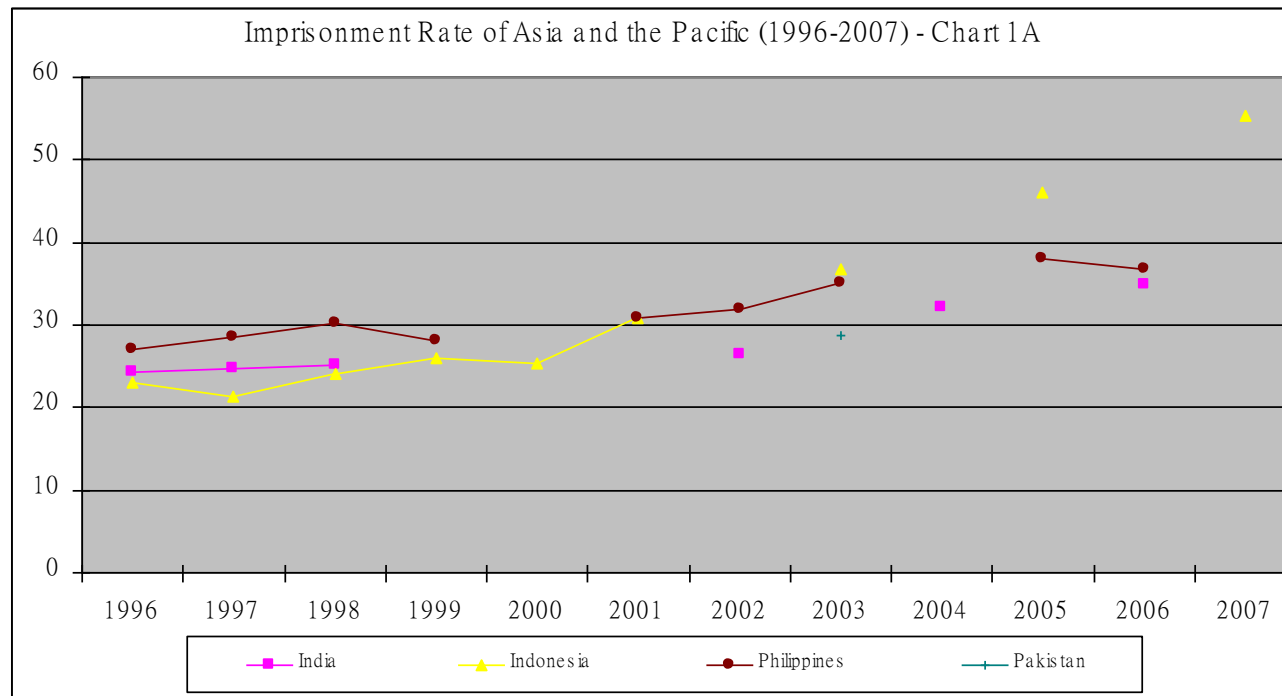
² refers to 2004-05 (April 1 to March 31)

³ refers to 31.12.2006

Correctional Statistics for Asia and Pacific 2007

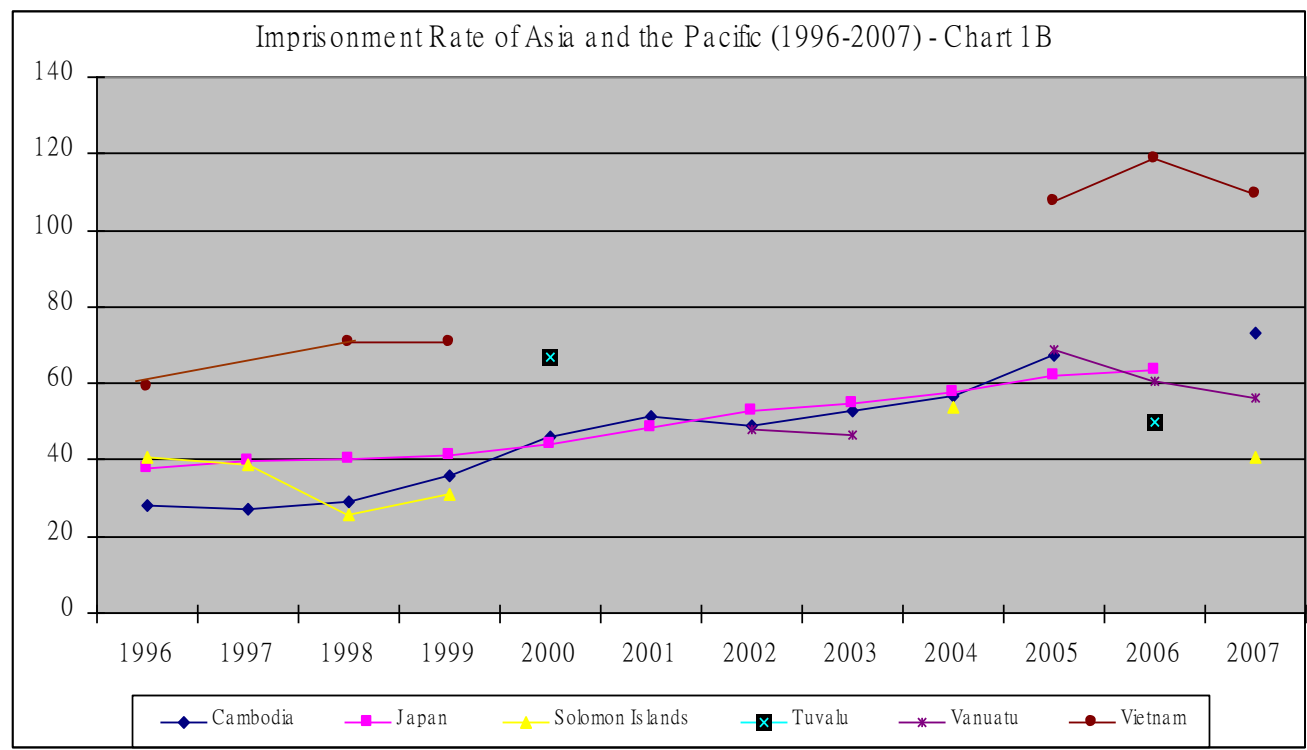
Trend of Imprisonment Rate in Asia and the Pacific (1996-2007)

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Bangladesh												
India	24.3	24.8	25.2				26.5		32.2		34.9	
Indonesia	23.1	21.3	24.0	26.0	25.4	30.9		36.7		46.0		55.3
Nepal												
Philippines	27.0	28.5	30.3	28.0		30.9	31.9	35.0		38.1	36.7	
Pakistan								28.8				



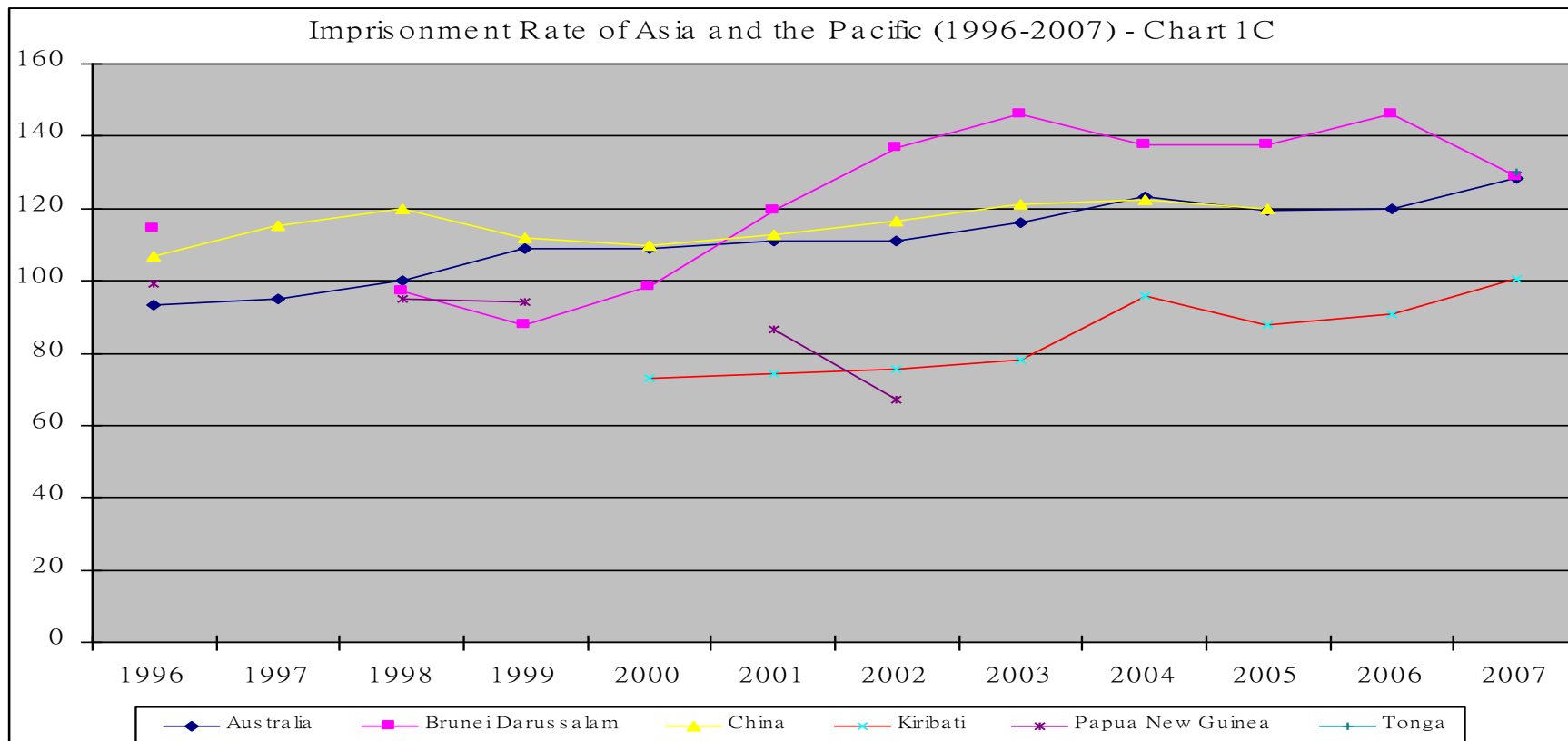
Imprisonment Rate

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Cambodia	28.3	27.2	29.1	36.0	45.9	51.5	49.0	52.9	56.5	67.4		73.3
Japan	37.7	39.6	40.3	41.0	44.3	48.3	52.8	54.6	57.8	61.9	63.6	
Solomon Islands	40.9	38.7	25.5	31.0					54.0			40.9
Tuvalu					66.7							50.0
Vanuatu							48.0	46.5		69.0	60.5	56.2
Vietnam	58.9		70.5	70.5						107.7	118.6	109.5



Imprisonment Rate

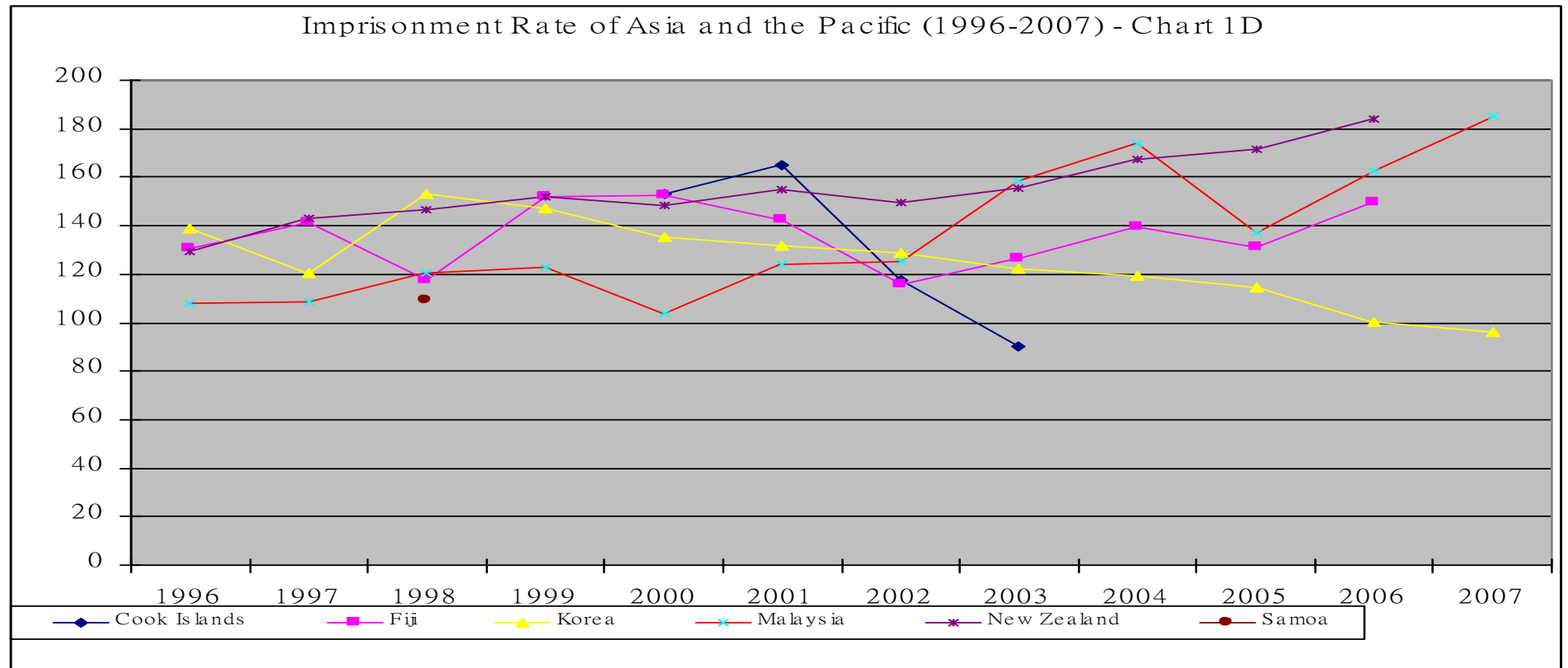
	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Australia	93.4	95.1	99.9	108.8	108.9	111.2	111	116.1	123.1	119.4	119.7	128.4
Brunei Darussalam	114.6		96.9	88.0	98.4	119.3	136.7	146.2	137.6	137.5	145.9	128.8
China	106.7	115.2	120.0	112.0	109.8	112.8	116.7	121.3	122.3	119.7		
Kiribati					73.1	74.1	75.7	78.1	95.9	87.6	90.8	100.5
Papua New Guinea	99.1		94.8	94.0		86.7	67.0					
Tonga					55.3	90.2	110.0	111.9	116.0		91.1	74.8
Union of Myanmar												129.9



Imprisonment Rate

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Cook Islands					153.3	165	117.6	90.4				
Fiji	130.4	141.1	117.5	152.0	152.5	142.2	115.7	126.7	139.7	130.9	149.5	
Korea	138.7	120.3	152.9	147.0	135.3	131.5	128.9	122.5	119.4	114.8	100.2	95.9
Malaysia	108.2	108.4	120.5	123.0	104.0	124.1	125.2	158.5	173.7	137.1	162.4	185.1
New Zealand	129.6	143.1	146.3	152.0	148.1	154.7	149.3	155.3	167.5	171.6	183.8	
Samoa			109.3									

Imprisonment Rate of Asia and the Pacific (1996-2007) - Chart 1D



Appendix C

Conference Program

1) Sunday 25, November 2007

- 08:30- 18:00: Registration
(Hotel Lobby)
- 15:00- 15:30: Finance Sub- Committee Meeting
(Function Room at Horison Hotel)
- 15:30- 16:30: Governing Board Meeting
(Function Room at Horison Hotel)
- 16:30- 17:30: Facilitators Meeting
(Function Room at Horison Hotel)
- 18:00- 20:00: Welcome Cocktail Reception at Horison Hotel
Dress: Smart Casual

2) Monday 26, November 2007

- 08:00: Registration
(Hotel Lobby)
- 09:00- 10:00: Opening Ceremony at Convention Center
Group photos
Dress: Business Suit
- 10:00- 10:30: Tea break
- 10:30- 12:00: Business Session & Presentation of Agenda Item 1
National Reports on Contemporary Issues in Corrections
(Ball Room at Convention Center)
- 12:00- 13:00: Lunch at Convention Center
- 13:00- 14:30: Presentation of Agenda Item 1 (cont.)
- 14:30- 15:00: Tea break
- 15:00-16:30: Presentation of Agenda Item 1 (cont.)
- 19:00-21:30: Welcome Dinner hosted by the Deputy Minister of Public Security.
Dress: Smart Casual

3) Tuesday 27, November 2007

- 09:00- 10:30: Concurrent breakout Group Sessions for Agenda Items 2-4
Dress: Business Suit
- Agenda Item 2:
Managing Special Groups of Offenders
(Function Room 1 at Convention Center)
- Agenda Item 3:
Staff Recruitment and Training
(Function Room 2)
- Agenda Item 4:
Overcoming Barriers to Successful Re-integration
(Function Room 3)
- 10:30-11:00: Tea break
- 11:00-12:00: Concurrent breakout Group Sessions for Agenda Items 2-4 (cont.)
- 12:00-13:30: Lunch
- 13:30-15:00: Free (Exhibition Opening)
- 15:00-16:00: Plenary Session for Agenda Items 2-4
(Ball Room)
- 19:00-21:30: Dinner hosted by the Director of Vietnam Prison Management Department
Dress: Smart Casual

4) Wednesday 28, November 2007

- 09:00-12:00: Concurrent breakout group sessions for Specialist Workshops 1-3
Dress: Smart Casual

Workshop 1:
Rebuilding Correctional Capacity Following Natural Disasters and Conflict
(Function Room 1 at Convention Center)

Workshop 2:
Effective Community Supervision and Monitoring
(Function Room 2)

Workshop 3:
Managing Youthful Offenders
(Function Room 3)

12:00-13:00: Lunch at Convention Center

13:00: Depart for Phu Son Prison

15:30-17:30: Visit Phu Son Prison

17:30-19:00: Dinner at Phu Son Prison

19:00: Back to hotel

5) Thursday 29, November 2007

07:00: Depart for Hoang Tien Prison

Dress: Smart Casual

09:00- 10:30: Visit Hoang Tien Prison

10:30- 12:30: Leave Hoang Tien Prison for Ha Long Bay

12:30- 16:30: Visit Ha Long Bay and lunch on boat

16:30- 18:00: Dinner at Ha Long City

18:00: Back to hotel

6) Friday 30, November 2007

Morning: Free (optional programme)

-Supermarket

-Visit the Old Quarter of Hanoi

13:00- 14:00: Ad hoc Agenda Committee Meeting at Convention Center

14:00- 16:00: Business Session & Closing Ceremony
(Ball Room)

19:00- midnight: Farewell Dinner

Dress: National costume

Appendix D

APCCA DISCUSSION GUIDE

Vietnam 2007

Prepared by:-

Neil Morgan

Professor of Law, The University of Western Australia, 35 Stirling Highway,
Crawley, Western Australia 6009, Australia

Irene Morgan

Legal Research Officer, State Review Boards Secretariat, 54 Salvado Road,
Wembley, Western Australia 6014, Australia

PART ONE

DISCUSSION GUIDE FOR THE 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 of the paper (which may be in point form).

AGENDA ITEM ONE

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.

It is particularly useful for delegates to learn more about positive developments in other countries, but these do not always emerge in the course of the Agenda Items and Specialist Workshops. We have therefore suggested that, as part of Agenda Item One, you may wish to highlight one specific initiative which has proved particularly successful (see heading 5 below).

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 and natural disasters (such as the Indonesian earthquake and the ensuing Tsunami in December 2004, floods in China and Indonesia in 2005 and the Tsunami in the Solomon Islands in 2007) can present serious problems.

- *Do you face any particular issues as a result of recent socio-economic changes, political crises or other external factors?*

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 total prison population increased or decreased over the past few years?*

(b) Sentenced and Unsented 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 any significant changes in terms of the offences committed by prisoners? (For example, are there more prisoners serving sentences for serious 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?)*

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. Showcasing a ‘Success Story’

All correctional services have to face the challenge of ‘doing more with less’ – in other words, of managing limited resources in a way that brings about improved correctional outcomes. Many important initiatives are being pursued across the region and this segment of Agenda Item One provides the opportunity, if delegates wish, to discuss one initiative that has proved particularly successful. Examples can be drawn from any area of corrections, including technology relating to security and information systems, prisoner programs, staff development, new legislation and release programs.

6. Other Issues

Please identify and comment upon any other issues that are of special concern.

AGENDA ITEM TWO

MANAGING SPECIAL GROUPS OF OFFENDERS

Introduction

In modern correctional systems, there are numerous groups of offenders who might be termed 'special groups', including women, ethnic minorities, foreigners and unconvicted prisoners. However, the focus of this Agenda Item (based on the suggestions made to the Agenda Committee at the 2006 conference) is on three specific groups:

- Terrorists
- Offenders with mental health problems and personality disorders
- Elderly inmates (especially those undergoing lengthy sentences).

You may wish to discuss all of these groups. However, they do raise rather different issues and for that reason **we strongly encourage you to focus on one or two groups rather than all three (for example, you might choose simply to discuss elderly inmates or offenders with mental health problems and personality disorders).**

Some categories of offender (such as elderly inmates who are subject to life imprisonment without any possibility of release) will never be released, but most will become eligible for release at a future date. It is therefore important to consider not only how to manage such offenders in prison, but also how they can be prepared for release, and how best to monitor and supervise them on release.¹

Framework for Discussion Paper

1. Terrorists

People classified as 'terrorists' pose problems for correctional and legal systems across the globe. Some countries in the Asian and Pacific region already have terrorists in their prison systems and others have drawn up contingency plans.

For security and intelligence reasons, there may be limits on the information that delegates wish to discuss. However, there are a number of questions that can probably be discussed in broad terms without raising significant security risks.

(a) Definition, Extent of Problem and Legal Status of Terrorists

From a legal and correctional perspective, it may not be easy to define 'terrorism'. Traditionally, criminal laws have not contained offences called 'terrorism' but have sought to deal with terrorists through generic laws such as murder, conspiracy and even treason. However, terrorism-specific offences are being introduced in some places. In addition, some countries have either used existing 'preventive detention' laws or have enacted new laws to allow the detention of those who are suspected of terrorist activity but who are not placed on trial.

A further difficulty for correctional systems is that it is often said that 'one person's terrorist is another person's freedom fighter'. In other words, while the political and

¹ In this sense there may be some overlap with Specialist Workshop Two ('Effective Community Supervision and Monitoring').

legal systems may define certain people as ‘terrorists’ – and therefore as serious criminals - some members of society may sympathise with their cause.

- *How do you define ‘terrorist’ offenders in your country?*
- *Have terrorist offenders generally committed traditional criminal offences such as murder or are they being detained under other laws?*
- *If some alleged terrorists are detained under ‘preventive detention’ laws, are they held in prisons or in facilities run by other government agencies?*

(b) Assessment, classification and placement

There are probably two main approaches to housing terrorists in prisons. One is a strategy of ‘concentration’, under which terrorists are held together, either in one facility or in a small number of facilities. The other is ‘dispersal’, under which they are spread around between different facilities. Some jurisdictions may favour concentration on the basis that terrorists pose specific security problems, that highest levels of security need to be focused on such offenders, and that there is less risk of terrorists influencing and ‘stirring up’ other inmates. On the other hand, some might argue that concentration generates some security risks (including internal disorder and the risk of an external attack), and might therefore see dispersal as a more appropriate strategy.

- *Have you developed or amended your assessment and classification tools to include consideration of terrorism?*
- *What broad strategies do you adopt in terms of the placement of prisoners?*

(c) Specific challenges

Over the years, terrorist inmates in some parts of the world have ‘challenged’ authority through protests and hunger strikes.

- *Have you encountered such problems and what strategies are useful in counteracting them?*

(d) Treatment Programs

Over recent years, a good deal of attention has been given to the development of prisoner treatment programs, especially for offenders convicted of violent and sexual offences. These programs are frequently based on ‘cognitive skills’ training, aiming to teach prisoners better ways of thinking and more effective decision making. However, programs to ‘re-educate’ terrorists may pose challenges that spread beyond the reach of psychologically-based cognitive skills programs.

- *What techniques have you considered or used to ‘treat’ terrorist inmates?*
- *What approaches have proved helpful? (For example, is it helpful to engage positive political and religious role models?)*

(e) Release: Supervision and Monitoring

- *What sort of work can usefully be done in preparing terrorist inmates for release? How different are the problems relating to terrorists from those relating to other inmates?*
- *When such inmates have been released, what sort of monitoring is in place and how do you ensure co-ordination between the correctional services and other agencies such as police and national security services?*

2. Prisoners with Mental Health Problems and Personality Disorders

Several recent APCCA meetings have raised the problem of prisoners with mental health problems and personality disorders in the context of another more general topic (for example, in Korea (2005) as part of an Agenda Item on the management of dangerous and high profile prisoners and in New Zealand (2006) as part of a Specialist Workshop). However, the extent of the problem is such that it deserves further, more specific consideration.

(a) Extent of problem and legal status of inmates

Mental health problems appear, worldwide, to be on the increase. We are also seeing a growing link between mental illness and some forms of substance abuse. For example, some of the modern synthetic drugs based on amphetamines and methamphetamines (such as 'Ice') can have an adverse impact on people's short term behaviour and on their long term mental health. Long term cannabis use (especially of some of the stronger varieties of cannabis that are now available) has also been linked to mental illnesses such as psychosis and schizophrenia.

People with a 'personality disorder' pose rather different issues from those with a mental illness such as schizophrenia. Terms that are used to describe such conditions include 'anti-social personality disorder' (ASPD) and 'dangerous and severe personality disorder' (DSPD). People with ASPD or DSPD are not generally considered to be 'mentally ill' in the traditional sense, and may well be unresponsive to traditional forms of psychiatric treatment.

In some cases, the mental disorder at the time of the alleged offence was so severe that the person is found not guilty due to insanity. In some, the degree of mental impairment is such that the person cannot even comprehend what is happening in court, and may therefore be found 'unfit to stand trial.' However, despite not being convicted, such people may be locked up for a long period for reasons of 'public protection.'

- *What are the main areas of concern in your jurisdiction? Are you seeing a growing link between substance abuse and mental disorder?*
- *When people are acquitted on the grounds of insanity, or are found unfit to stand trial, are they detained in prisons or in other institutions (such as hospitals or secure units) run by other agencies?*

(b) Assessment, classification and placement

People with mental health problems and personality disorders can pose significant challenges for prison management.

- *Have you developed or amended your assessment and classification procedures to take account of prisoners with mental health problems and personality disorders?*
- *What general strategies do you adopt with respect to the placement of such prisoners?*

(c) Specific challenges

It would be valuable to consider specific case studies of the problems and challenges that have been faced with respect to inmates with mental health problems or

personality disorders. Unfortunately, these have sometimes included acts of serious violence towards staff or other prisoners.

- *What particular problems have you encountered in managing such offenders? And what strategies have you adopted to counteract these problems?*

(d) Treatment programs

As with terrorists, it can be difficult to develop meaningful treatment programs for some offenders with mental health problems and personality disorders. For example, people with a mental illness may find it difficult to understand the content of cognitive skills-based training programs. Furthermore, these programs may not address the needs of people with personality disorders, some of whom are intellectually very capable, but have a distorted set of values and attitudes.

- *What techniques and programs have you used to ‘treat’ inmates with a mental illness or a personality disorder?*
- *What approaches have proved beneficial?*

(e) Release: supervision and monitoring

- *What sort of work can usefully be done in preparing such inmates for release? How do you ensure that there is adequate coordination between corrections and other agencies such as mental health services?*

3. Elderly Offenders

At recent conferences, when examining the demographic characteristics of offenders as part of Agenda Item One, several countries have noted that they have an increasing number of older prisoners in their systems, many of whom are serving lengthy prison sentences for serious crimes such as rape and murder.

For a number of reasons, it is not easy to provide a precise definition of an ‘elderly’ prisoner; life expectancy will vary across the region (and sometimes between different cultural groups in a single country), and many prisoners have health problems that mean they are ‘older’, in terms of their physical and mental wellbeing, than people of the same biological age in the general community. Illnesses such as dementia can also afflict quite young people. For the purposes of this discussion, we will not therefore set an ‘age limit’ to what is meant by an ‘elderly inmate’.

(a) Extent of problem

- *Do you have a growing number of prisoners whom you would classify as ‘elderly’?*
- *What are the main offences of which they have been convicted? Are they generally long-term inmates?*

(b) Assessment, classification and placement

Elderly inmates pose a number of challenges for prison management, including issues of safe custody and access to medical treatment. In some jurisdictions, the problem has become so acute that special ‘geriatric’ facilities are being developed.

- *What broad strategies do you adopt in terms of the placement and management of elderly prisoners?*
- *Have you built (or do you intend to build) purpose-built facilities for geriatric inmates?*

(c) Specific challenges

- *What particular problems have you encountered in terms of the management of more elderly inmates? For example, is it possible to provide adequate levels of medical care and nursing?*
- *What arrangements are in place for those prisoners who are suffering from untreatable age-related conditions such as physical disability, Alzheimer's disease or strokes?*

(d) Release

- *What sort of work can usefully be done in preparing older prisoners for release?*
- *What problems do you face in terms of providing housing and support on release (especially if the person has been in prison for a long time)?*
- *How do you promote coordination between corrections and other government and non-government agencies which help to take care of the elderly?*

AGENDA ITEM THREE

STAFF RECRUITMENT AND TRAINING

Introduction

Staff recruitment and training are fundamental issues facing all correctional systems and this has been a regular Agenda Item, most recently in 1997 (Kuala Lumpur) and 2002 (Bali). At one time, when prisons operated along quasi-military lines, the criteria for recruitment tended to involve physical fitness, strength and discipline. However, correctional systems have moved away from the idea of just 'locking people up' and towards rehabilitation and reintegration, and a broader range of skills is now required.

The focus of this Agenda Item is on the recruitment and initial (sometimes called 'induction') training of prison staff, generally at the 'basic' officer grade. However, there will also be an opportunity for delegates to consider their training needs for 'middle ranking' staff.

Framework for Discussion Paper

1. Selection Criteria and Selection Processes

Selection criteria are likely now to reflect a combination of skills and attributes. These will include physical fitness, educational qualifications, inter-personal skills and questions of attitude. Some of these criteria are relatively easy to measure as part of a selection process but others are more difficult. In some jurisdictions, the criteria must also be such that there is no discrimination (for example, if Canada or Australia was to set a minimum height requirement by reference to Caucasian body features, this would disadvantage potential Asian recruits).

(a) Physical attributes and physical health

- *What physical attributes are required of recruits? For example, do you have requirements in terms of height and weight?*
- *Are recruits expected to satisfy physical fitness tests?*
- *Do recruits undergo other medical tests and screening (including blood tests)?*
- *Do you consider that the criteria that are used are appropriate to the requirements of the job?*

(b) Educational qualifications

- *What are the minimum educational qualifications for new recruits?*
- *Do you find that you are able to recruit appropriately qualified people, including university graduates?*
- *Do you consider that the criteria that are used are appropriate to the requirements of the job?*

(c) Mental attitude and interpersonal skills

Some people may be physically fit and well educated, but quite unsuited to work as a correctional officer because of attitudinal problems (for example,

aggressiveness, racism a rigid intolerance of dissent, or an inability to be a ‘team player’). Some jurisdictions administer psychological tests to try to ‘weed out’ applicants with the wrong attitudes and to assess people’s interpersonal skills.

- *What sort of attitudes and interpersonal skills do you look for in your recruits?*
- *How do you go about assessing these attributes and skills? (For example, do you use job interviews, written and verbal tests and psychological tests?)*

2. The ‘Problem of Relativities’

In many countries, prison officers complain that they are not adequately remunerated and that their pay and conditions are worse than those of officers in other disciplined services such as the police. It is not easy to verify these complaints but it is generally true to say that working as a prison officer is not seen a job that carries high social standing. This can create recruitment problems, especially at times of economic growth and well-paid private sector employment opportunities. In some countries, the situation is so acute that overseas recruitment drives have been undertaken.

- *Are prison staff under-valued in terms of their remuneration compared with other services such as police?*
- *Do negative perceptions of the job affect recruitment drives?*
- *Are you currently facing recruitment problems because of the opportunities for employment in the private sector?*
- *Are you able to recruit sufficient high quality staff within your country or have you recruited from other countries?*

3. Targeted Recruitment

APCCA conferences have noted that the demographic characteristics of the prison population are often different from those of the population as a whole. For example, members of some ethnic groups are over-represented in prison compared with the number in the community. Most prisoners are relatively young males but historically, prison staff have tended to be significantly older males. This raises the question of whether policies have been adopted (or should be adopted) to recruit more people from specific ethnic groups, younger staff and women.

- *Do you have policies to target recruits from particular groups in society (including young people, people from ethnic minorities and women)?*
- *How successful have these strategies been?*

4. Initial Training: Objectives and Key Elements

It is not possible to provide a detailed description of initial training programs in this Agenda Item. However, it would be of considerable value if papers could briefly describe the major objectives of initial training programs and reflect on how these objectives are met.

- *What are the main objectives of initial training programs in your jurisdiction?*
- *How do you seek to ensure that these objectives are met?*

- *Are there any 'gaps' in your training programs*

5. Mid-Level Training

This Agenda Item has focused on 'base level' training and not higher level training or later 'career development'. However, it is obvious that training and re-skilling are continuing processes. APCCA has also been considering, over recent years, whether it may be able to provide some support to regional training needs. This Agenda Item provides an opportunity to consider this matter further.

- *What do you see as gaps in your training for middle level officers and higher ranking staff? Are these matters upon which there is any potential for regional collaboration or are they matters that require specific local responses?*

6. Other Issues

Please discuss any other issues that are important.

AGENDA ITEM FOUR

OVERCOMING BARRIERS TO SUCCESSFUL REINTEGRATION

Introduction

Ten years ago, the predominant focus of APCCA conferences was the management of prisons, prison staff and prisoners. Over the past few years, however, the issue of the reintegration of prisoners has come to the forefront of conference discussions. At the New Zealand conference in 2006, delegates discussed a very broad Agenda Item on reintegration, and a good deal of discussion focused on the programs and processes that have been developed within prison systems to promote reintegration. However, it was recognized that correctional systems, acting alone, can only achieve a limited amount because there are many barriers within the community to successful reintegration. These barriers include community attitudes to ex-prisoners, the provision of housing, employment and family problems.

This Agenda Item provides an opportunity for delegates to focus more specifically on strategies that have been used to try to overcome these barriers. There are many issues that can be discussed (see below) but again **we encourage you to be selective and to focus on one or two of the suggested areas. For example, you may wish to provide a detailed ‘case study’ of one or two initiatives.** We can all learn from both success and failure, so it will be useful for delegates to learn about the factors that contribute to success and also about why some initiatives may have proved less successful.

Framework for Discussion Paper

1. Social, Cultural and Political Context

In order to have some understanding of the broad issues facing ‘reintegration’ in your country, it would be helpful to provide a brief outline of the social, cultural and political factors that are at play. For example, what is the general political attitude towards crime? Do people tend to adopt a ‘hard line’ against ex-prisoners or are they relatively forgiving? Is religion (including the notion of forgiveness) an influential factor in helping reintegration? Have you experienced problems as a result of media and political scrutiny of cases where ex-prisoners have offended again?

- *What are the main social, cultural and political influences with respect to reintegration?*

2. Spent Convictions Legislation

It is generally recognized that one of the main barriers faced by ex-prisoners is that they carry the stigma and effects of their convictions for the rest of their lives. To some extent, especially when major crimes have been committed, this is inevitable. However, many jurisdictions have introduced legislation to remove the barriers associated with a criminal record in the case of minor offences. Legislation of this sort does not generally remove all record of a person’s previous convictions, because these convictions may be relevant to the courts in the event of further offending or to

agencies responsible for matters such as high security clearances for work in sensitive areas of government. However, the legislation typically states that for most purposes, such as obtaining employment or housing, the person is not required to disclose their prior offences, and cannot be discriminated against on the basis of that record.

- *Do you have 'spent convictions' legislation? If so, what are its scope and limitations?*

3. Employment

Most prisoners express the hope that they can obtain meaningful long term employment on release and it is clear that steady and secure work is a major factor in reducing recidivism. However, many potential employers, in both the public and private sectors, may be concerned about whether ex-prisoners have adequate skills, whether they can be 'trusted' and whether the problems that led to their incarceration (such as substance abuse) will recur.

- *What barriers exist to establishing 'real world' employment opportunities (as opposed to short-term schemes involving 'community work' or 'sheltered workshops')?*
- *Does the public sector play a sufficient role in setting an example for other employers, or are there barriers to public sector employment opportunities?*
- *What initiatives would you like to see in the context of employment for ex-prisoners?*

4. Family

It sometimes tends to be assumed that families will welcome prisoners home and will be able to support them. However, the return of a prisoner to the family can present many problems, especially if the prisoner (who is generally male) has been away from the family home for a long period of time. The family may have developed their own routines and lifestyles over a long period of time, and the sudden presence of another person can be a source of both joy and problems. There may be particular problems if the ex-prisoner and his partner had experienced a violent or abusive relationship. Furthermore, some family members (especially in the case of large extended families) may not have forgiven or come to terms with the offender's crimes.

- *What strategies have you adopted, around the time of release and after release, to try to address family and relationship issues?*
- *Do you find it possible to ensure that there is cross-government support (for example from welfare agencies)?*
- *Which initiatives have proved successful (and why)? Which initiatives have proved less successful (and why)?*

5. Community Acceptance

Media and public discussions of correctional issues tend to be clouded by negative images, especially when 'something goes wrong' in the sense that an ex-prisoner commits a serious offence. In order to counteract such images, several APCCA members (including Hong Kong (China), Singapore and Thailand) have undertaken sustained public education campaigns over recent years. These campaigns have

generally included advertising, the use of celebrities to promote a positive image, showcasing the successes of ex-prisoners, the production of films and stage performances, and strategic engagements with the non government sector.

- *What problems have you faced with respect to promoting community acceptance of ex-prisoners?*
- *Which initiatives have proved successful (and why)? Which initiatives have proved less successful (and why)?*

6. Other Hurdles

In some jurisdictions, there may be hurdles to reintegration in addition to the matters already mentioned. For example, Australia is such a vast country that it can be difficult to work (especially in trades and low skilled areas of work) without a driver's licence. However, there are many prisoners (especially Aboriginal prisoners) who, for one reason or another, do not have a valid driver's licence. Unfortunately, this not only creates problems in terms of employment but also tends to generate further criminal convictions (for driving without a valid licence) and criminal penalties.

- *What other hurdles do you face in terms of reintegration? What initiatives have you taken to address these problems?*

PART TWO

DISCUSSION GUIDE FOR THE

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 ONE

REBUILDING CORRECTIONAL CAPACITY FOLLOWING NATURAL DISASTERS AND CONFLICT

The *National Reports on Contemporary Issues in Corrections* presented to recent APCCA conferences under Agenda Item One have shown that many parts of the Asian and Pacific region have needed to rebuild correctional capacity (both physical and human resources) following natural disasters and conflicts. Sometimes the conflicts in question have involved other nations, and sometimes they have involved internal disputes. Vietnam and Cambodia have been rebuilding their nations since the 1970's. More recently, a number of Pacific Island nations (including Fiji and the Solomon Islands) have experienced serious ethnic tensions and political instability. Indonesia has suffered from several severe natural disasters which have caused damage to correctional facilities and has also been undergoing major political changes. Several other countries, including China, India, Sri Lanka and Thailand have also been affected by natural disasters.

Some of the smaller and 'less developed' countries (including some of the Pacific Island nations) face a similar challenge in that they are seeking to build their capacity to deliver correctional services from a relatively 'low base', even though they have not experienced conflict or natural disasters.

This Workshop topic provides an opportunity for nations that have faced (or which are facing) such problems, to reflect on their experiences, to share those experiences with fellow APCCA members, and to identify best practice models. The issues that may be discussed include the following:

- *The Nature of the Problem:* In the case of nations that have experienced disaster or conflict, please provide a brief outline of that disaster or conflict and its effects on justice and correctional services. In the case of nations which are seeking to build capacity from a 'low base', please give a brief description of the main problems that have been faced.
- *Developing and Implementing Plans:*
 - How were plans developed to address the problems?
 - What were the main elements of these plans?
 - To what extent has it been possible to implement the plans?
- *International Assistance:*
 - To what extent has there been assistance from:
 - International organizations such as the United Nations, the Red Cross and Non Government Organisations (NGO's)?
 - Other countries?
 - International experts and advisers?
 - What are the benefits and problems with such international assistance?
- *Examples of Successful and Less Successful Initiatives*
 - Give examples of initiatives that have proved successful and consider why these initiatives succeeded.

SPECIALIST WORKSHOP TWO

EFFECTIVE COMMUNITY SUPERVISION & MONITORING

There is increasing regional acceptance of the policy that imprisonment should be the option of last resort and that, where appropriate, some offenders may be adequately punished in the community. The policy is driven several considerations, including:

- Financial considerations.
- Problems of reintegrating offenders after they have been incarcerated.
- Recognition that some forms of community based supervision and monitoring can be effective in reducing risk and preventing recidivism.

This Workshop is designed to focus on the last of these points and to consider what can make community supervision and monitoring effective. It will include consideration of community based sentences imposed by the courts (such as probation, community work and home detention) and also schemes involving the 'supervised release' of prisoners (including parole and home detention). Possible discussion points include the following:

- *Structural Arrangements:* In some countries, both prisons and community corrections are the responsibility of the same government department (often called a 'correctional services department' or similar name). However, in other countries, a different department (often termed a 'community welfare department' or similar name) has responsibility for probation, parole and related measures.
 - What arrangements are adopted in your country? Do you see any advantages (such as co-ordination and continuity) in having a correctional services department rather than separate agencies?
- *General Approaches to Monitoring and Supervision:* A range of different conditions may be imposed on offenders serving sentences in the community. Some of these relate to 'monitoring' and 'tracking' offenders (for example, requiring offenders to report to the police or other agencies and electronic monitoring). Others involve education and treatment programs (such as substance abuse counselling). In some jurisdictions, it is also quite common to require offenders with a history of substance abuse to undergo regular testing. Increasingly, conditions are also found with respect to victims (such as 'no contact with the victim' or 'not to enter a specified area').
 - What sort of conditions are typically imposed in your country?
 - Have you developed 'risk and needs' assessment instruments to help to determine the level of supervision and type of conditions that are imposed? What are the strengths and weaknesses of these instruments?
- *Managing High Risk Offenders:*
 - What strategies have you adopted in cases involving 'high risk' offenders, especially where there may be public concern and media scrutiny?
- *Success Stories and Contemporary Challenges:*
 - What initiatives have proved successful and what are the reasons for that success?
 - What are the main challenges that you currently face? (For example, do you have adequate legislation? Is there sufficient political and public support for community based alternatives to imprisonment?)

SPECIALIST WORKSHOP THREE

MANAGING YOUTHFUL OFFENDERS

As with Specialist Workshop Two, different countries adopt different arrangements with respect to youthful offenders. All systems draw a distinction between juveniles and adults in both the courts and the correctional system. In terms of the courts, the law sets the age of 'criminal responsibility', and offenders who are below this age cannot be held criminally responsible. Juveniles who are above the age of criminal responsibility will often be dealt with by special juvenile courts rather than adult courts.

In terms of correctional services, juveniles are commonly those under the age of 18 and they are usually kept in separate institutions from adults to avoid the risk of 'contamination.' Sometimes, institutions for juveniles are run by the same department that has responsibility for adult prisons. However, in some places, juvenile facilities are operated by 'welfare' departments rather than prison departments. Another variation is that some jurisdictions have a category of 'young adult' offenders (for example, those aged 18 to 21). These offenders tend to go through the adult court system and to be treated as adults in the correctional system, but they may go to separate custodial facilities and may be subject to a different regime from older inmates.

Possible discussion points include the following:

➤ *Legal and Structural Arrangements:*

- What is the age of criminal responsibility in your country?
- Are there separate courts for young offenders?
- Are institutions for juvenile offenders managed by the same department as adult prisons or by a different department?
- Do you have separate institutions for 'young adult' offenders (for example, those aged 18 to 21)?
- What are the arrangements for the community supervision of youthful offenders? Is this the responsibility of the correctional department, a 'welfare' department or the police?

➤ *The Nature of Offending by Young People*

- What are the main problems that you face in terms of offences committed by young people? For example, are there particular issues relating to substance abuse and gangs? Has there been an increase in the number of very serious offences committed by youthful offenders, such as rape and murder?

➤ *Offender Management and Reintegration*

- What are the most significant problems that you face in terms of the daily management of youthful offenders? For example, how do you deal with the problem of 'bullying'?
- How do you work on improving family relationships and the prospects of successful reintegration?

Appendix E

List of Agenda Items at APCCA

- 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**
 - (b) Developing Public Awareness in Corrections
 - (c) Novel and New Problems and Programmes in the Regions
 - (d) Young Offenders in Corrections
 - (e) The Problem of Drug Offenders in Prison
 - (f) Prison Health Services
 - (g) 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) Mechanism 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:
 - Reducing Recidivism
 - Reducing the Negative Impact of Prison on the Families of Convicted and Unconvicted Criminals; and
 - 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
- 27. Vietnam (Ha Noi), 2007**
- (a) National Report on Contemporary Issues in Corrections.
 - (b) Managing Special Group of Offenders
 - (c) Staff Recruitment and Training
 - (d) Overcoming Barriers to Successful Reintegration

Appendix F

List of Specialist Workshop Items at APCCA (21st to 27th)

- 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
- 27. Vietnam (Ha Noi) 2007**
 - (a) Rebuilding Correctional Capacity Following Natural Disasters and Conflict
 - (b) Effective Community Supervision and Monitoring
 - (c) Managing Youthful Offenders

Appendix G

Report on Administration of Asian and Pacific Conference of Correctional Administrators Fund for the period from 1 October 2006 to 30 September 2007

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 26th APCCA Conference held in New Zealand from 26 November 2006 to 1 December 2006, 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 2006/2007 were given in September 2007.

In addition, a sum of US\$710 due to the Singapore Prison Service for the ongoing development and maintenance of APCCA website 2006/2007 and the reimbursement of APCCA newsletter production was paid in October 2007.

Furthermore, an amount of US\$5,000 to the Department of Prison Management, Vietnam being reimbursement to cover part of the costs of travel arrangements for the Rapporteur and Co-rapporteur for the year 2006/2007 was paid in October 2007.

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	<u>US\$22,000</u>

Progress and Results

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

For the year ended 30 September 2007, a total of US\$17,882 agreed contributions were received. In addition, a sum of US\$4,575, being voluntary contributions by Australian Capital Territory, Macau (China), Philippines, Solomon Islands, Thailand and Vietnam, was received. Thus, total contributions amounted to US\$22,457. Total expenditure for the year was US\$15,710. After deducting a bank charge of US\$47 and taking into account bank interest income of US\$1,759, there was a surplus of US\$8,459 for the year. With a balance of US\$84,894 brought

forward from, the previous year, the Fund had an accumulated surplus of US\$93,353 as at 30 September 2007. Apart from the contribution of US\$3,000 received from Canada, the payment of US\$710 made to the Singapore Prison Service and the reimbursement of US\$5,000 made to the Department of Prison Management, Vietnam as mentioned earlier, there was no movement in the Fund between 30 September 2007 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.

**Asian and Pacific Conference of Correctional Administrators (APCCA)
Fund Balance Sheet as at 30 September 2007**

	Note	2007 US\$	2006 US\$
Assets			
Cash at bank	3	95,574	89,440
Contribution receivable	4	3,000	
Interest receivable		489	454
		99,063	89,894
Liabilities			
Accounts payable	5	<u>5,710</u>	<u>5,000</u>
Net assets		93,353	84,894
Representing			
Accumulated fund:			
Accumulated surplus			
(i) As at beginning of the year		84,894	75,219
(ii) Surplus for the year		<u>8,459</u>	<u>9,675</u>
		93,353	84,894

**Asian and Pacific Conference of Correctional Administrators (APCCA) Fund
Income and Expenditure Statement for the
period from 1 October 2006 to 30 September 2007**

Income		2007	2006
Contributions Received	Note	US\$	US\$
<i>(a) Planned Contributions Received (see Annex I)</i>	1.		
Australia			
New South Wales		1,000	
Queensland			
South Australia		975	
Victoria		1,000	
Western Australia		975	
Canada		1,000	
Hong Kong (China)		3,000	
Japan Korea Malaysia		1,000	
New Zealand		3,000	
Singapore		981	
Sub-total		945	
<i>(b) Additional Contributions Received (see Annex II)</i>		3,000	
Australia			
Australian Capital Territory			19,006
Macau (China) Philippines		1,006	
Solomon Islands Thailand		17,882	
Vietnam		975	
Sub-total		1,000	
Total Contributions Received (a + b)		500	
Less: Bank Charges Actual Amount		100	
Received Add: Interest Income Total		1,000	
Income		<u>1,000.</u>	
Less : Expenditure			
Honorarium to APCCA Rapporteur			<u>4,575</u>
Honorarium to APCCA Co-rapporteur			22,457
Reimbursement to cover part of costs of travel arrangements for APCCA Rapporteur and Co-rapporteur			47. 58
Ongoing development & maintenance of APCCA website			22,410.
Reimbursement of APCCA newsletter production			<u>1,759</u> 23,944
Telegraphic transfer handling charges			24,169 <u>1,632</u>
Total Expenditure			25,576
Net Surplus			
	5		5,000
	5		633
	5		77
			-
			39
		<u>15,710</u>	<u>15,901</u>
		8,459	9,675

Notes

1. Contributions are accounted for on accrual basis.
2. Expenditure and interest income are accounted for on accrual basis.
3. Cash at bank represents the balance as at 30 September 2007.
4. Contribution receivable

The following contribution was received after the close of the financial year :-

<u>Jurisdiction</u>	<u>Amount</u> US\$	<u>Date of Banking</u>
Canada	3,000	11.10.2007

5. Accounts payable

The following payments were made after the close of the financial year :-

	<u>Payee</u>	<u>Amount</u> US\$	<u>Payment Date</u>
Ongoing development & maintenance of APCCA website	Singapore Prison Service	633	23.10.2007
US\$0.6863744 x SGD921.90 APCCA newsletter production			
US\$0.6863744 x SGD112.55 Reimbursement to cover the costs of travel arrangements for the Rapporteur and Co-rapporteur	Singapore Prison Service Department of Prison Vietnam	77	23.10.2007
	Total	<u>5,000</u> <i>BJM</i>	Management 31.10.2007

Annex I
Planned Contributions Received (2007)

Jurisdiction	Recommended Minimum Contribution (US\$)	(a) Intended Contribution (US\$)	(b) Overseas Bank Charges (US\$)	(c)=(a)- (b) Actual Amount Received (US\$)	Received on
Australia		-			
New South Wales	1,000	1,000.00	-	1,000.00	26.04.2007
Queensland	1,000	975.00	6.41	968.59	28.03.2007
South Australia	1,000	1,000.00	-	1,000.00	10.04.2007
Victoria	1,000	975.00	-	975.00	29.03.2007
Western Australia	1,000	1,000.00	-	1,000.00	10.05.2007
Canada	3,000	3,000.00	-	3,000.00	11.10.2007
Hong Kong (China)	1,000	1,000.00	-	992.31 7.69	23.03.2007 28.03.2007
Japan	3,000	3,000.00	-	3,000.00	13.04.2007
Korea	1,000	980.50	7.05	973.45	20.06.2007
Malaysia	1,000	945.00	6.41	938.59	11.04.2007
New Zealand	3,000	3,000.00	-	3,000.00	15.03.2007
Singapore	3,000	1,006.46	6.41	1,000.05	25.04.2007
Total	20,000	17,881.96	26.28	17,855.68	

AnnexII
Voluntary Contributions Received (2007)

Jurisdiction	(a) Intended Contribution (US\$)	(b) Overseas Bank Charges (US\$)	(c) = (a) - (b) Actual Amount Received (US\$)	Received on
Australia Australian Capital Territory	975.00	7.04	967.96	29.05.2007
Macau (China)	1,000.00	-	1,000.00	18.04.2007
Philippines	500.00	-	500.00	10.04.2007
Solomon Islands	100.00	7.05	92.95	15.05.2007
Thailand	1,000.00	-	1,000.00	10.04.2007
Vietnam	1,000.00	7.05	992.95	28.06.2007
Total	4,575.00	21.14	4,553.86	

Appendix H

APCCA SECRETARIAT REPORT (DECEMBER 2006 – NOVEMBER 2007)

For submission to the 27th APCCA

This report briefly informs the APCCA members of the work done by the APCCA Secretariat between December 2006 and November 2007.

Background

2. The APCCA Joint Declaration provides for the establishment of the APCCA Secretariat (hereafter referred to as the Secretariat) to render services to the APCCA and to its Governing Board. The main duties of the Secretariat are to serve as a focal contact point between the 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.

3. The Hong Kong Correctional Services Department (HKCSD) and Singapore Prison Service (SPS) were appointed by the APCCA at its 21st Annual Conference to co-serve as the Secretariat for a term of two years. At the 23rd and 25th Annual Conference held in 2003 and 2005 respectively, the appointment was renewed for a total period of four years till 2007. The Secretariat appointment is therefore due to expire this year. HKCSD and SPS are most willing to continue serving the APCCA as the Secretariat if the conference deems it fit.

4. Based on a cooperative agreement between the two departments, HKCSD undertakes the general administrative duties, liaison work and financial matters whereas SPS is responsible for the APCCA Newsletter publishing and the supervision and maintenance of the APCCA Website.

Administrative and Co-ordination Work

5. Thirty jurisdictions have signed the Joint Declaration and hence become the APCCA members. A record high of 25 jurisdictions participated in the 26th Annual Conference. The professional rapporteur services provided by Professor Neil Morgan and Ms Irene Morgan are well recognised and they have been appointed to continue their roles for 2007 and 2008.

6. Over the past one year, the Secretariat maintained close contact with the Vietnam Department of Prison Management to assist in the organisation of the 27th Annual Conference.

7. Efforts have been made by the Secretariat to compile correctional statistics based on the reports submitted by correctional jurisdictions within the Asia-Pacific region for members' reference. This year, over 20 jurisdictions responded to our call for returns. The statistics will be published in the 27th Annual Conference Report.

8. 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 27th Annual Conference.

APCCA Newsletter Production

9. The APCCA Newsletter is a bi-annual publication for the purpose of sharing and learning amongst correctional counterparts in the Asia-Pacific Region. SPS had taken up the production work since assuming duties as a member of the APCCA Secretariat in 2001 and has since developed its in-house capabilities for the task.

10. The newsletter production, in particular the design and layout, are done by inmates from our Prison School 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 that such training opportunities can help the latter develop new skills and enhance their employability upon release.

11. Since the last Conference, the January 2007 and July 2007 issues have been distributed to APCCA members. The issues have also been uploaded onto the APCCA website and are archived together with past newsletter issues for member's reference. The latest publications received 16 articles in total from the various APCCA members as well as the Rapporteur. Vietnam, the host nation for this year's APCCA, also provided an article outlining the changes in their department for knowledge sharing penned by their Director, Maj Gen Pham Duc Chan.

12. SPS receives articles regularly from Canada, Australia, New Zealand, Thailand and Hong Kong. We are grateful for the support given in response to SPS' call for articles for the newsletter. 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 as a medium to share their knowledge and expertise as well as to keep members and interested parties outside APCCA abreast of developments related to Corrections in our region.

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. To reduce costs and address environmental issues, an option is available for interested members to request the Secretariat to distribute the newsletters in a CD-ROM than in hardcopies.

APCCA Web Hosting

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

15. With the setting up of the APCCA Secretariat in 2001, SPS was given the responsibility of maintaining and supervising the APCCA website. Ever since October 2002, SPS has continued with this responsibility till to date in line with our Secretariat appointment having been renewed up to 2007.

16. Throughout this time, SPS has continued the good practice of timely

updates including uploading the latest APCCA Conference Report, newsletter and related statistics. SPS has also created web links to past and present APCCA conference hosts' websites to refer useful conference information to the participants.

17. Following discussions at the 23rd 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.

18. SPS had refreshed the official website with a new layout since September 2005. We are currently in the process of updating the website to make it more appealing and easier to navigate for users.

19. SPS is reimbursed from the APCCA Fund for the engagement of an Internet Service Provider to provide the web hosting service. We had recently encountered a problem with limited web hosting space with the previous plan as it was limited to 100mb and the uploading of documents was not possible. We are pleased to report that we have since managed to secure a new plan with the service provider to double the hosting space at a cheaper price.

Concluding Remark

20. The Secretariat takes this opportunity to thank all APCCA members for their contribution to and support for its work in the past year. Should our appointment be renewed for another term, we look forward to continue working together and receiving the support and cooperation from the Conference members.

APCCA Secretariat
November 2007

Appendix I:

Conference Hosts 2008 - 2010

2008	Malaysia
2009	Western Australia
2010	Canada
2011	Japan
2012	Brunei

Appendix J

National & Regional Participation in the Asian and Pacific Conference of Correctional Administrators (1980 – 2007)

	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	2007 Vietnam										
Australia	√	√										
Bangladesh												
Brunei	√	√										
Cambodia		√										
Canada												
China	√											
Cook Islands												
Micronesia	√											
Fiji	√	√										
Hong Kong (China)	√	√										
India	√	√										
Indonesia	√	√										
Japan	√	√										
Kiribati	√	√										
Korea, DPR												
Korea, REP	√	√										
Laos		√										
Macao (China)	√	√										
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	22										

Appendix K

APCCA Membership List 2007-2008

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

2007-2008

Malaysia (Chair and Host)
Canada (Elected member) – Elected in 2004
China (Elected member) – Elected in 2005
Solomon Islands (Elected member) – Elected in 2006
Japan (Elected member) – Elected in 2007
Vietnam (2007 Host)
New Zealand (2006 Host)
Korea (2005 Host)
Hong Kong (China) (Secretariat member)
Singapore (Secretariat member)
Sri Lanka (Rotating member)
Mongolia (Rotating member)
Kiribati (Rotating member)

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)

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)

Appendix M

Report of the Meeting of APCCA Finance Committee

held at Function Room, Horison Hotel, Hanoi, Vietnam
(1500 hrs on 25 November 2007)

Present

Mr. Leung-ming KWOK of Hong Kong (China)
Mr. James Ryan of ACT, Australia
Mr. Michael Rino Martelli of New Zealand
Mr. Pham Duc Chan of Vietnam

Recorder

Mr. Ho-yin TSE of Hong Kong (China)

In Attendance

Mr. Alex CHAN of Hong Kong (China)
Mr. Nguyen Van Ninh of Vietnam
Ms. Dao Thi Vinh of Vietnam
Mr. Tran Viet Trung of Vietnam

APCCA Fund Administrator's Report

The period covered was from 1 October 2006 to 30 September 2007.

A total of US\$17,882 agreed contributions were received. A total of US\$4,575 voluntary contributions (US\$4,996 for last year) were also received from Australian Capital Territory, Macau (China), Philippines, Solomon Islands, Thailand and Vietnam. Total contributions received were US\$22,457.

Total expenditure amounted to US\$15,710 covering costs of APCCA website development and maintenance, newsletter production, honoraria and travel expenses for the APCCA Rapporteur and the Co-rapporteur, and telegraphic transfer handling charge.

A net surplus of US\$8,459 was generated after deducting a bank charge of US\$47 and taking into account bank interest income of US\$1,759, thus making an accumulated surplus of US\$93,353.

Vietnam (the current host) and New Zealand (the host of 26th 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 24th 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 as 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.