

# UNAFEI NEWSLETTER

UNITED NATIONS ASIA AND FAR EAST  
INSTITUTE FOR THE PREVENTION OF CRIME  
AND THE TREATMENT OF OFFENDERS

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## IN THIS ISSUE

	<i>Page</i>
LETTER FROM THE DIRECTOR .....	1
THE 141ST INTERNATIONAL SENIOR SEMINAR .....	3
THE IMPROVEMENT OF THE TREATMENT OF OFFENDERS THROUGH THE ENHANCEMENT OF COMMUNITY-BASED ALTERNATIVES TO INCARCERATION	
Seminar Rationale .....	3
Seminar Summary .....	6
Lecture Topics .....	7
Individual Presentation Topics .....	9
Group Workshop Sessions .....	11
Observation Visits .....	13
Group Study Tour .....	14
Special Events .....	15
Reference Materials .....	16
Experts and Participants List .....	21
THE NINTH COUNTRY FOCUSED TRAINING COURSE ON THE JUVENILE DELINQUENT TREATMENT SYSTEM FOR KENYA .....	24
THE ELEVENTH INTERNATIONAL TRAINING COURSE ON THE CRIMINAL JUSTICE RESPONSE TO CORRUPTION .....	26
INFORMATION ABOUT FORTHCOMING PROGRAMMES .....	29
The Fifth Seminar on Criminal Justice for Central Asia .....	29
The 14 <sup>th</sup> Special Seminar for Criminal Justice Officials of the People's Republic of China .....	29
The Fourth Country Specific Training Programme on the Revitalization of the Volunteer Probation Aide System for the Philippines .....	29
The 142nd International Training Course .....	29
ADMINISTRATIVE NEWS .....	33
Faculty Changes .....	33
Overseas Trips by Staff .....	33
FACULTY & STAFF OF UNAFEI .....	34

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## LETTER FROM THE DIRECTOR

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It is my privilege to inform readers of the successful completion of the 141st International Senior Seminar, entitled "The Improvement of the Treatment of Offenders through the Enhancement of Community-Based Alternatives to Incarceration", which took place from 13 January to 13 February 2009.

In this Seminar, we welcomed nine Japanese and 16 overseas participants: eight from Asia, one from Africa, six from Latin America and the Caribbean, and one from Oceania. They included police officers, public prosecutors, and other high-ranking public officials in the field of corrections and rehabilitation.

As this newsletter demonstrates, the Seminar was extremely productive. It consisted of individual presentations, group workshop and plenary sessions, visits to relevant criminal justice agencies, and presentations by visiting experts, faculty members and ad hoc lecturers.

The detention of offenders is one of the most basic measures used by criminal justice systems to secure proper legal procedures in the investigation and trial of criminal offences, and in maintaining justice and security in the community during the execution of a sentence. However, blanket detention of all offenders is inappropriate, for a number of reasons: in consideration of the humanitarian principle of avoiding restricting prisoners' rights more than is necessary; to avoid the problem of prison overcrowding; and to enhance correctional and community treatment to meet offenders' individual requirements.

The United Nations Standard Minimum Rules for Non-Custodial Measures (the Tokyo Rules), which were adopted by the United Nations General Assembly on the basis of a recommendation by the Eighth United Nations Congress on the Prevention of Crime and the Treatment of Offenders in 1990, provide guidelines and basic principles for diversified non-custodial measures. The Tokyo Rules aim at enhancing community-based approaches and encourage the reintegration of offenders into the community. "The Vienna Declaration on Crime and Justice: Meeting the Challenges of the Twenty-First Century", adopted by the Tenth United Nations Congress on the Prevention of Crime and the Treatment of Offenders, held in Vienna in 2000, stressed the importance of promoting effective alternatives to incarceration in order to contain the growth and overcrowding of correctional facilities' populations. Plans of action for the implementation of the Vienna Declaration were adopted by the Commission on Crime Prevention and Criminal Justice in 2002. The Bangkok Declaration: "Synergies and Responses: Strategic Alliances in Crime Prevention and Criminal Justice", adopted by the Eleventh United Nations Congress on Crime Prevention and Criminal Justice, held in Bangkok in 2005, also stressed the importance of further developing restorative justice policies, procedures and programmes that include promoting effective alternatives to prosecution, thereby avoiding the possible adverse effects of imprisonment, helping to rehabilitate offenders.

However, despite the introduction of these measures and policies, the continuous increase of the prison population and subsequent overcrowding is still one of the most pressing problems in criminal justice in many countries. It is very important to enhance community-based alternatives to incarceration not only to reduce the number of offenders in custody, but also to enhance rehabilitation and reintegration into society, to prevent recidivism. In view of the ongoing need for the

formulation and implementation of effective community based alternatives to incarceration, and the importance of such measures as stressed by the various UN instruments, UNAFEI, as a regional institute of the UN Crime Prevention and Criminal Justice Programme Network, decided to hold this Seminar.

During the Seminar the participants diligently and comprehensively examined the current situation of community based alternatives to incarceration in their respective countries, primarily through a comparative analysis. The participants shared their own experiences and knowledge of the issues, and identified problems and areas in which improvements could be made. After engaging in in-depth discussions with the UNAFEI faculty and visiting experts, the participants were able to put forth effective and practical solutions that could be applied in their respective countries.

I would like to offer my sincere congratulations to all the participants upon their successful completion of the Seminar, made possible by their strenuous efforts. My heartfelt gratitude goes to the visiting experts and ad hoc lecturers who contributed a great deal to the Seminar's success. Furthermore, I appreciate the indispensable assistance and co-operation extended to UNAFEI by various agencies and institutions, which helped diversify the programme.

I would like to express my great appreciation to the Japan International Cooperation Agency (JICA) for its immeasurable support throughout the Seminar. At the same time, a warm tribute must be paid to the Asia Crime Prevention Foundation (ACPF) and its branch organizations for their substantial contributions to our activities. Lastly, I owe my gratitude to all the individuals whose unselfish efforts behind the scenes contributed significantly to the successful realization of this Seminar.

Upon returning to their home countries, I genuinely believe that, like their predecessors, the strong determination and dedication of the participants will enable them to work towards the improvement of their respective nations' criminal justice systems, and to the benefit of the international society as a whole.

Finally, I would like to reiterate my best regards to the participants of the 141st International Senior Seminar. I hope that the experience they gained during the Seminar proves valuable in their daily work, and that the bonds fostered among the participants, visiting experts and UNAFEI staff will continue to grow for many years to come.

February 2009

相澤 恵一

*Keiichi Aizawa*  
Director, UNAFEI

**THE 141ST INTERNATIONAL SENIOR SEMINAR****"THE IMPROVEMENT OF THE TREATMENT OF OFFENDERS  
THROUGH THE ENHANCEMENT OF COMMUNITY-BASED  
ALTERNATIVES TO INCARCERATION"**

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**Seminar Rationale**

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It is true that the detention of offenders is one of the most basic measures used by criminal justice systems to secure proper legal procedures in the investigation and trial of criminal offences, and is also important in maintaining justice and security in the community during the execution of a sentence. On the other hand, however, it is insufficient to impose blanket detention on all offenders, for a number of reasons: firstly, in consideration of the humanitarian principle of avoiding restricting prisoners' rights more than is necessary; secondly, to avoid the problem of prison overcrowding; and thirdly, to enhance correctional and community treatment to meet offenders' individual requirements ("Evil communications corrupt good manners").

The United Nations Standard Minimum Rules for Non-Custodial Measures (the Tokyo Rules), which were adopted by the United Nations General Assembly on the basis of a recommendation by the Eighth United Nations Congress on the Prevention of Crime and the Treatment of Offenders in 1990, provide guidelines and basic principles for diversified non-custodial measures. The Tokyo Rules aim at reducing the use of incarceration and rationalizing criminal justice policies by enhancing community-based approaches in order to alleviate problems relating to prison overcrowding and encourage the reintegration of offenders into the community. In response to this situation, "The Vienna Declaration on Crime and Justice: Meeting the Challenges of the Twenty-First Century", adopted by the Tenth United Nations Congress on the Prevention of Crime and the Treatment of Offenders, held in Vienna in 2000, stressed the importance of promoting effective alternatives to incarceration in order to contain the growth and overcrowding of correctional facilities' populations. As a follow-up, plans of action for the implementation of the Vienna Declaration were adopted by the Commission on Crime Prevention and Criminal Justice in 2002, which includes a paragraph on action on prison overcrowding and alternatives to incarceration. It encourages Member States to prioritize Non-Custodial Measures to imprisonment where possible. It also recommends educating the public on the meaning and effect of alternatives to imprisonment and how they work. Additionally, The Bangkok Declaration: "Synergies and Responses: Strategic Alliances in Crime Prevention and Criminal Justice", adopted by the Eleventh United Nations Congress on Crime Prevention and Criminal Justice, held in Bangkok in 2005, also stressed the importance of further developing restorative justice policies, procedures and programmes that include promoting effective alternatives to prosecution, thereby avoiding the possible adverse effects of imprisonment, helping to rehabilitate offenders.

Based on these plans, various alternative measures such as, suspension of prosecution, fine, suspended sentence, probation, community service, parole, clemency and pardon, etc. have been taken by many countries at both the pre-sentencing and post-sentencing stages.

However, despite the introduction of these measures and policies, the continuous increase of the prison population and subsequent overcrowding is still one of the most pressing problems in criminal justice in many countries. Also, the degree to which community-based alternatives to incarceration of offenders have been adopted varies a great deal from country to country. Sometimes, although officially adopted, community-based alternatives to incarceration do not

become functional because of insufficient understanding and support from criminal justice practitioners. Furthermore, the lack of acceleration of community-based alternatives to incarceration can be traced in part to public misunderstanding of the meaning and the effect of such programmes. Therefore, there is a need to educate the public on the importance of community-based alternatives to incarceration.

It is very important to enhance community-based alternatives to incarceration for the purpose not only of reducing the number of offenders who are subject to custodial measures but also to enhance rehabilitation and reintegration into society, to prevent recidivism. Community-based treatment should include guidance, supervision and support for offenders as well as encouragement and help in avoiding conflict and other temptations. Such treatment is practical, considering that the vast majority of offenders will return to the community after completing their sentences. Consequently, community-based alternatives to incarceration are implemented in order to realize effective criminal justice administration, balanced with the necessity of detention.

### **Objectives**

The purpose of this International Training Course is to offer participants an opportunity to share experiences and views on the challenges faced in the course of adopting community-based alternatives to incarceration and to find out what kinds of measures should be taken to enhance community-based programmes. It is also an opportunity to discuss measures to encourage minimal incarceration and the rehabilitation of offenders at all stages of the criminal justice process. Among the major topics to be discussed are the following:

- (1) Actual conditions, problems, and challenges of community-based alternatives to incarceration in the pre-trial and trial stages:
  - (a) Progress in the adoption of community-based alternatives to incarceration, including: diversion<sup>1</sup> (medical treatment programmes, job training, community service), non-prosecution, deferred indictment, compensation, fine, deferred sentence, suspended execution, electronic monitoring, probation, etc.; and the legal process of community-based alternatives to incarceration;
  - (b) The manner of operation, points of problems, and challenges in the adoption of community-based alternatives to incarceration in the pre-trial and trial stages.
- (2) Actual conditions, problems, and challenges of community-based alternatives to incarceration in the post-sentencing stage:
  - (a) Progress in the adoption of community-based alternatives to incarceration, including: deferred sentence, suspended execution, electronic monitoring, probation, clemency, parole, pardon, etc.; and the legal process of community-based alternatives to incarceration;
  - (b) The manner of operation, points of problems, and challenges in the adoption of community-based alternatives to incarceration in the post-sentencing stage.
- (3) Measures to improve the treatment of offenders by adoption of community-based alternatives to incarceration:
  - (a) Development and adoption of repeat crime prevention programmes for drug, sex and violent criminal offenders;
  - (b) Enhancing training programmes for staff responsible for the treatment of offenders and developing staff ability;
  - (c) Recruitment of private collaborators (volunteers, NGOs, neighbourhood community associations etc.) and enhancing their expertise;

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<sup>1</sup> The term "diversion" means general programmes which refer certain criminal defendants before trial to community programmes on job training, education, counselling, and the like, which if successfully completed may lead to the dismissal of charges.

- (d) Informing public opinion on crime prevention activity and the treatment of offenders;
- (e) Co-operation among all the parties concerned in the areas of information sharing and action.

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## **Seminar Summary**

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### **Lectures**

In total, six lectures were presented by visiting experts, two by ad hoc lecturers, and five by the professors of UNAFEI. Four distinguished criminal justice practitioners and scholars from abroad served as UNAFEI visiting experts. They lectured on issues relating to the main theme, and contributed significantly to the Seminar by encouraging discussions after their own lectures, participating in the discussions of other programmes, and conversing with the participants on informal occasions. Additionally, distinguished senior officials of the Government of Japan and university professors delivered ad hoc lectures. The lecturers and lecture topics are listed on pages 7 and 8.

### **Individual Presentations**

During the first two weeks, each Japanese and overseas participant delivered an individual presentation, which introduced the actual situation, problems and future prospects of his/her country. These papers were compiled onto a Compact Disc and distributed to all the participants. The titles of these individual presentation papers are listed on pages 9 to 10.

### **Group Workshop Sessions**

Group Workshop sessions further examined the subtopics of the main theme. In order to conduct each session effectively, the UNAFEI faculty selected individuals to serve as group members for the sub-topics, based on their response to a questionnaire previously distributed. Selected participants served as chairpersons, co-chairpersons, rapporteurs or co-rapporteurs, and visiting experts and faculty members served as advisers. Each group's primary responsibility was to explore and develop their designated topics in the group workshop sessions. The participants, experts and UNAFEI faculty studied the topics and exchanged their views based on information obtained through personal experience, the individual presentations, lectures and so forth. After the group workshop sessions, reports were drafted based on the discussions in their groups. These reports were subsequently presented in the plenary meetings and report-back session, where they were endorsed as the reports of the Seminar. Brief summaries of the group workshop reports are provided on pages 11 and 12.

### **Visits and Special Events**

Visits to various agencies and institutions in Japan helped the participants obtain a more practical understanding of the Japanese criminal justice system. In addition to the Seminar's academic agenda, many activities were arranged to provide a greater understanding of Japanese society and culture, with the assistance of various organizations and individuals, including the Asia Crime Prevention Foundation (ACPF). For more detailed descriptions, please refer to pages 14 to 17.

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**Lecture Topics**

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***Visiting Experts' Lectures***

## 1) Mr. Kittipong Kittayarak (Thailand)

- Community-Based Alternatives to Incarceration in Thailand: Current Trends and Future Prospects
- The Probation Service in Thailand: 30 Years in Fostering Reintegration

## 2) Ms. Christine Glenn (UK)

- Community Based Alternatives to Incarceration
- Tilting the Balance

## 3) Mr. Ismael J. Herradura (Philippines)

- Improving the Treatment of Offenders through the Enhancement of Community-based Alternatives to Incarceration: The Philippine Experience

## 4) Mr. Bala Reddy (Singapore)

- Community-based Alternatives in Sentencing

***UNAFEI Professors' Lectures***1) Mr. Haruhiko Higuchi, *Professor*, UNAFEI

- Challenges of the Koban (Police Box) System in the 21<sup>st</sup> Century

2) Mr. Junichiro Otani, *Professor*, UNAFEI

- Prosecution in Japan

3) Mr. Jun Oshino, *Professor*, UNAFEI

- The Courts

4) Mr. Ryuji Tatsuya, *Professor*, UNAFEI

- Institutional Corrections in Japan

5) Mr. Koji Yamada, *Professor*, UNAFEI

- The Community-Based Treatment of Offenders System in Japan



*Ad Hoc Lectures*

- 1) Mr. Satoshi Tomiyama  
*Director of Prison Service Division, Correction Bureau, Ministry of Justice, Japan*
  - Current Situation of Correctional Treatment in Japan
  
- 2) Mr. Masatoshi Ebihara  
*Director, Supervision Division, Rehabilitation Bureau, Ministry of Justice, Japan*
  - Problems in the Offender Rehabilitation System

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**Individual Presentation Topics**

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***Overseas Participants***

- 1) Mr. Joydeb Kumar Bhadra (Bangladesh)
  - The Criminal Justice System in Bangladesh
- 2) Ms. Boitumelo Makunga (Botswana)
  - The Improvement of the Treatment of Offenders through the Enhancement of Community-Based Alternatives to Incarceration
- 3) Mr. Antonio Carlos Welter (Brazil)
  - Alternatives to Incarceration: A Brief Description of the Brazilian System
- 4) Ms. Fay Ingrid Clarke (Guyana)
  - The Criminal Justice Response to Crime Prevention
- 5) Ms. Renny Ariyanny (Indonesia)
  - The Implementation of Community Based Alternative Treatment of Offenders in Indonesia
- 6) Mr. Sutrisno (Indonesia)
  - The Socio-Cultural Problem of Crime Prevention and Treatment of Offenders in Indonesia (From Sociological Perspectives)
- 7) Ms. Janet Juanita Davey (Jamaica)
  - The Improvement of the Treatment of Offenders through the Enhancement of Community Based Alternatives to Incarceration
- 8) Mr. Jihad Abdelrahim H. Majali (Jordan)
  - Crime Prevention and Treatment of Offenders in Jordan
- 9) Mr. Asghar Ali (Pakistan)
  - Country Report on Community Based Alternatives to Incarceration
- 10) Ms. Sylvia Vaka Reu (Papua New Guinea)
  - The Criminal Justice Response to Crime Prevention and Alternative Sentencing
- 11) Mr. Victor Manuel Esteche Mendez (Paraguay)
  - A Look Inside the Paraguayan Crime Prevention System
- 12) Mr. Carlos Vargas Merida (Peru)
  - Terrorism Crime in Peru and Alternatives to Incarceration
- 13) Mr. Leo Sarte Carrillo (Philippines)
  - Enhancing Crime Prevention through Community-Based Alternatives to Incarceration
- 14) Mr. Jagath Abeysirigunawardana (Sri Lanka)
  - Overcrowding Prisons and Present Practices and Experience in Relation to Community Based Alternatives to Incarceration

- 15) Mr. Jose Enrique Colman (Uruguay)
  - General Information of Uruguay About the Improvement of the Treatment of Offenders Through the Enhancement of Community-Based Alternatives to Incarceration
- 16) Mr. Viet Quoc Nguyen (Vietnam)
  - Community-Based Alternatives to Incarceration in Vietnam

### *Japanese Participants*

- 17) Mr. Yasuhiro Date
  - Rehabilitation Services as Alternative Measures to Incarceration
- 18) Mr. Katsuo Higuchi
  - Community Based Treatment: A Prosecutor's Perspective
- 19) Mr. Futoshi Ichikawa
  - The Current Status and Problems of Community Based Alternatives to Incarceration at the Criminal Trial Stage in Japan
- 20) Mr. Manabu Nakajima
  - Correctional Treatment in Prison, Aiming at Reintegration of Offenders into Society: A New Approach in PFI Prisons
- 21) Mr. Hiroshi Nakashima
  - The Current Crime Situation in Japan and Preventive Measures against Crime
- 22) Mr. Akihiro Nosaka
  - The Japanese Parole System
- 23) Mr. Atsushi Ogata
  - Discretionary Prosecution in Japan: An Outline of the Kiso-Yuyo System
- 24) Mr. Toru Suzuki
  - Suspension of Prosecution in Japan: Practices and Trends
- 25) Mr. Shigeru Takenaka
  - The Present Situation and Problem of Parole in Japan

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**Group Workshop Sessions**

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**Group 1**

**THE USE OF COMMUNITY-BASED ALTERNATIVES AT PRE-TRIAL AND TRIAL STAGES TO REDUCE OVERCROWDING IN PRISONS**

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<b>Chairperson</b>	Mr. Jagath Abeyserigunawardana	(Sri Lanka)
<b>Co-chairperson</b>	Ms. Fay Ingrid Clarke	(Guyana)
<b>Rapporteur</b>	Mr. Asghar Ali	(Pakistan)
<b>Co-Rapporteur</b>	Mr. Viet Quoc Nguyen	(Vietnam)
<b>Members</b>	Mr. Joydeb Kumar Bhadra	(Bangladesh)
	Ms. Renny Ariyanny	(Indonesia)
	Ms. Sylvia Vaka Reu	(Papua New Guinea)
	Mr. Mr. Katsuo Higuchi	(Japan)
	Mr. Futoshi Ichikawa	(Japan)
	Mr. Hiroshi Nakashima	(Japan)
	Mr. Atsushi Ogata	(Japan)
	Mr. Toru Suzuki	(Japan)
<b>Advisers</b>	Deputy Director Takeshi Seto	(UNAFEI)
	Prof. Tae Sugiyama	(UNAFEI)
	Prof. Ryuji Tatsuya	(UNAFEI)
	Prof. Junichiro Otani	(UNAFEI)

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*Report Summary*

Group One discussed the availability of bail in each represented country, along with the discretionary powers of the police and prosecution services and interventions at the adjudication stage. Following these comprehensive discussions, the group then made the following recommendations: 1. That stringent efforts be made to ensure that Alternative Dispute Resolution, Diversion, Settlement, and Restorative Justice Practices are used at the pre-trial, mid-trial and trial stages; 2. That alternative 'court systems' such as Traffic Courts, Family Courts, Small Claims Court, etc. be implemented where applicable, which could free the judiciary to address indictable matters in a more speedy manner; 3. That all phases of the process - investigation, prosecution and trial - be conducted and concluded in a more efficient manner; 4. That the discretionary powers exercised by the police and prosecution services, with respect to closing and suspending criminal cases, should be overseen by appropriate bodies to ensure accountability and transparency to prevent corruption; 5. That creative public awareness campaigns be undertaken to sensitize the public about the benefits of community based alternatives to custodial sentencing; 6. That wider use of community based alternatives, such as probation, suspension of execution of sentences, community service, compensation to the victim, etc. be made by judges at the adjudication stage without prejudice to each country's judicial system; 7 That strategies (training, increased sensitization, awareness) be developed to encourage every sphere of the judiciary to make greater use of the legally provided mechanisms permitting the use of community based alternatives to custodial sentencing in their sentencing practices; 8. That international co-operation for the provision of technical assistance and capacity building ought to be pursued.

**Group 2**

**EFFECTIVE MEASURES TO IMPROVE THE TREATMENT OF OFFENDERS  
THROUGH THE ENHANCEMENT OF COMMUNITY-BASED  
ALTERNATIVES TO INCARCERATION AT THE POST SENTENCING  
STAGE**

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<b>Chairperson</b>	Ms. Boitumelo Makunga	(Botswana)
<b>Co-Chairperson</b>	Mr. Akihiro Nosaka	(Japan)
<b>Rapporteur</b>	Ms. Janet Juanita Davey	(Jamaica)
<b>Co-Rapporteur</b>	Mr. Yasuhiro Date	(Japan)
<b>Members</b>	Mr. Antonio Carlos Welter	(Brazil)
	Mr. Sutrisno	(Indonesia)
	Mr. Jihad Abdelrahim H. Majali	(Jordan)
	Mr. Victor Manuel Esteche Mendez	(Paraguay)
	Mr. Carlos Vargas Merida	(Peru)
	Mr. Leo Sarte Carrillo	(Philippines)
	Mr. Jose Enrique Colman	(Uruguay)
	Mr. Manabu Nakajima	(Japan)
	Mr. Shigeru Takenaka	(Japan)
<b>Advisers</b>	Prof. Koji Yamada	(UNAFEI)
	Prof. Jun Oshino	(UNAFEI)
	Prof. Tetsuya Sugano	(UNAFEI)
	Prof. Naoyuki Harada	(UNAFEI)

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*Report Summary*

Group Two discussed the above subject according to the following agenda: 1) Current mechanisms of community-based alternatives to incarceration employed by each represented country; 2) Current situations and problems facing existing legal systems and/or practice of the above mentioned mechanisms; 3) Countermeasures under current legal systems and/or practice of the above mentioned mechanisms; 4) Identification of other effective intervention models; 5) Measures to monitor and evaluate all mechanisms discussed.

Following comprehensive discussions, the group then made the following recommendations: 1. That non-custodial options be considered as effective rehabilitation strategies; 2. That sentencing officers who utilize alternative sentencing options should be cognizant of the human rights of the sentenced offenders; 3. That recidivism rates be continuously monitored; 4. That risk assessments be used as efficient supervision or monitoring systems for community-based non-custodial options; 5. That inmates be evaluated during incarceration and post-release, to follow up on their progress or otherwise; 6. That reliable procedures be established to evaluate the effectiveness of all measures to prepare for the acceptance and reintegration of released offenders by society, including the availability of adequate shelter and sustenance, and community attitudes; 7. That effective public education programmes be implemented in order to sensitize and inform the public about community-based alternatives to incarceration; 8. That human and financial resources be increased to enhance the administration of community-based alternatives to incarceration; 9. That there is continuous research in these areas through public education forums, conferences, seminars and networking at the national, regional and international levels.

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**Observation Visits**

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<u><i>Date</i></u>	<u><i>Agency/Institution</i></u>	<u><i>Main Persons Concerned</i></u>
Jan. 21	Tokyo District Public Prosecutors Office	• Mr. Shuji Imamura (Chief Prosecutor)
	Ministry of Justice	• Mr. Hiroshi Ozu (Vice Minister of Justice)
Jan. 28	The Supreme Court	• Mr. Tatsuo Kainaka (Justice)
Feb. 3	Fuchu Prison	• Mr. Shinji Eguchi (Deputy Warden, International Affairs Division)
Feb. 9	Tokyo District Court	• Mr. Hitoshi Murase (Deputy Chief Judge)

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**Group Study Tour**

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<u><i>Date</i></u>	<u><i>Location</i></u>	<u><i>Agency/Institution</i></u>	<u><i>Main Persons Concerned</i></u>
Feb. 5	Hiroshima	• Chugoku Regional Parole Board	• Mr. Hiromu Kubo (Chairman)
	Hiroshima	• Hiroshima Probation Office	• Ms. Masako Suzuki (Director)
	Hiroshima	• Hiroshima Halfway House "With Hiroshima"	• Ms. Ayako Takamura (Director)
Feb. 6	Kyoto	• Kyoto Prefectural Police	• Mr. Shigekazu Yamamura

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## Special Events

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Jan. 13 *Welcome Party*

Jan. 15, 16, 19 *Japanese Conversation Classes*

The overseas participants attended three Japanese conversation classes and learned practical Japanese expressions. The sensei (teacher) was Ms. Tomoko Toriya of JICE.

Jan. 21 *Courtesy Visit to the Ministry of Justice and  
Reception by the Vice-Minister of Justice*

After visiting the Ministry of Justice, a reception was held by the Vice-Minister of Justice, Mr. Hiroshi Ozu, at the Ministry of Justice, Tokyo.

Jan. 22 *Friendship Party with Japanese VPOs*

A Friendship Party was held at UNAFEI to allow the participants a chance to chat informally with Japanese Volunteer Probation Officers.

Jan. 30 *Public Lecture and UNAFEI Alumni Reception*

The Public Lecture Programme is conducted annually to increase social awareness of criminal justice issues through comparative international study. The public lecture, sponsored by the Asia Crime Prevention Foundation (ACPF), the Japan Criminal Policy Society (JCPS) and UNAFEI, was held in the Grand Hall of the Ministry of Justice and was attended by distinguished guests, UNAFEI alumni and the participants of the 141<sup>st</sup> Senior Seminar.

This year, Dr. Kittipong Kittayarak, Permanent Secretary for Justice, Ministry of Justice, Thailand, and Ms. Christine Glenn, Chief Executive of the Parole Board of England and Wales, were invited as speakers. They presented papers entitled "The Probation Service in Thailand: 30 Years in Fostering Reintegration" and "Tilting the Scales" respectively.

Afterwards, the UNAFEI Alumni Association hosted an enjoyable reception for the participants at the Lawyers' Club.

Feb. 2 *ACPF Nangoku-kai Party*

ACPF Nangoku Branch kindly hosted a party for the participants where they were entertained by Black Shimada, a Japanese magician.

Feb. 12 *Farewell Party*

A party was held to bid farewell to all the participants.



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## Reference Materials

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### I. United Nations Documents

1. Compendium of United Nations Standards and Norms in Crime Prevention and Criminal Justice.
2. Bangkok Declaration on Synergies and Responses: Strategic Alliances in Crime Prevention and Criminal Justice.
3. Custodial and Non-Custodial Measures Alternatives to Incarceration, Criminal Justice Assessment Toolkit.
4. Handbook on Restorative Justice programmes.
5. Handbook of basic principles and promising practices on Alternatives to Imprisonment.

### II. Overview of the Seminar Themes and Problems

1. National Institute of Correction, 1999. Promoting Public Safety Using Effective Interventions with Offenders. United States Department of Justice.
2. Tapio Lappi-Seppala, 2002. Reducing the prison population in Finland. National Research Institute of Legal Policy, Finland.
3. Michael Tonry, 2001. "Punishment Policies and Patterns in Western Countries" Sentencing and Sanctions in Western Countries. Oxford University Press.
4. Richard S. Frase, 2001. "Comparative Perspectives on Sentencing Policy and Research" Sentencing and Sanctions in Western Countries. Oxford University Press.
5. Hans-Jorg Albrecht, 2001. "Post-Adjudication Dispositions in Comparative Perspective" Sentencing and Sanctions in Western Countries. Oxford University Press.
6. Michael Tonry, 2001. "Penal Policies at the Beginning of the Twenty-First Century" Penal Reform in Overcrowded Times. Oxford University Press.
7. Solicitor General Canada, 2002. Influences on Canadian Correctional Reform: Working Papers of the Correctional Law Review 1986 to 1988. Solicitor General Canada.
8. Gossop, Michael, 2005. Drug misuse treatment and reductions in crime: findings from the National Treatment Outcome Research Study (NTORS). National Treatment Agency for Substance Misuse, UK.
9. Coulsfield Inquiry Team, 2004. Crime, Courts & Confidence "Report of an Independent Inquiry into Alternatives to Prison". Esmee Fairbairn Foundation.
10. National Association of Pretrial Services Agencies, Board of Directors, 2008. Performance Standards and Goals for PRETRIAL DIVERSION/INTRVENTION.
11. Walmsley, Roy, 2005. World Prison Population List (sixth edition). International Centre for Prison Studies.
12. Walmsley, Roy, 2007. World Prison Population List (seventh edition). International Centre for Prison Studies.

### III. Recidivism

1. Castillo, Ruben, William K. Sessions, et.al., 2004. Measuring Recidivism: The Criminal History Computation of the Federal Sentencing Guidelines. United States Sentencing Commission.
2. Makkai, Toni & Jason Payne, 2003. Drugs and Crime: a Study of Incarcerated Male Offenders. Australian Institute of Criminology.
3. Mulligan, Robert A., 2002. Comprehensive Recidivism Study. Massachusetts Sentencing

Commission.

4. Smith, Paula, Claire Goggin, et.al., 2002. The Effects of Prison Sentences and Intermediate Sanctions on Recidivism: General Effects and Individual Differences. Public Works and Government Services Canada.
5. Wartna, Bouke et. al., 2004. The Dutch Recidivism Monitor (WODC 2004). <http://champpenal.revues.org/document445.htm>.

#### **IV. Policy Reactions**

##### **A. Diversion**

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**Experts and Participants List**

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**Visiting Experts**

Mr. Kittipong Kittayarak	Permanent Secretary for Justice Ministry of Justice Thailand
Ms. Christine Glenn	Chief Executive Parole Board of England and Wales UK
Mr. Ismael Juanga Herradura	Administrator Parole and Probation Division Department of Justice Philippines
Mr. Bala Reddy	Principal Senior State Counsel Head, State Prosecution Division Attorney-General's Chambers Singapore
<b>Overseas Participants</b>	
Mr. Joydeb Kumar Bhadra	Additional Superintendent of Police (Training) Police Headquarters Bangladesh
Ms. Boitumelo Makunga	Alternative Sentencing Initiative/ Wellness Centre Attorney General's Chambers Botswana
Mr. Antonio Carlos Welter	Chief Prosecutor Rio Grande do Sul Region Prosecutor's Office Federal Public Prosecution Brazil
Ms. Fay Ingrid Clarke	Superintendent Guyana Prison Service Ministry of Home Affairs Guyana
Ms. Renny Ariyanny	Head of Legal Drafting Division Legal Bureau Attorney General's Office Indonesia

Mr. Sutrisno	Lecturer Police Science College Indonesia
Ms. Janet Juanita Davey	Regional Director Department of Correctional Services Jamaica
Mr. Jihad Abdelrahim H. Majali	General Attorney and Human Rights Officer Metropolitan Regional Command Public Security Directorate Jordan
Mr. Asghar Ali	Superintendent Faisalabad Police Office Punjab Police Pakistan
Ms. Sylvia Vaka Reu	Senior Research Officer Research and Development Directorate Royal Papua New Guinea Constabulary Papua New Guinea
Mr. Victor Manuel Esteche Mendez	Director of Legal Affairs Legal Advisory General Department Ministry of Justice and Labor Paraguay
Mr. Carlos Vargas Merida	Investigative Officer Counter Terrorism Division Peruvian National Police Peru
Mr. Leo Sarte Carrillo	Regional Director, Region IX Parole and Probation Administration Department of Justice Philippines
Mr. Jagath Abeysirigunawardana	Deputy Inspector General Southern Range Sri Lanka Police Sri Lanka
Mr. Jose Enrique Colman	Executive Coordinator Executive Coordination Department National Bureau of Jails, Penitentiaries and Rehabilitation Centres, Uruguay

Mr. Viet Quoc Nguyen

Legal Expert  
Institute for Prosecutorial Science  
Supreme People's Prosecution Office  
Vietnam

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Tokyo District Court

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Assistant Director  
International Affairs Division  
Commissioner General's Secretariat  
National Police Agency

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General Affairs Division  
Chubu Regional Parole Board

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Tokyo District Public Prosecutors Office  
Hachioji Branch

Mr. Toru Suzuki

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Research Department  
Research and Training Institute of the  
Ministry of Justice

Mr. Shigeru Takenaka

Deputy Warden  
Classification Division  
Kurobane Prison



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**THE NINTH COUNTRY FOCUSED TRAINING COURSE  
ON THE JUVENILE DELINQUENT TREATMENT SYSTEM  
FOR KENYA**

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The Ninth Country Focused Training Course on the Juvenile Delinquent Treatment System for Kenya was held from 5 to 27 November 2008. Four policy-makers and eight senior practitioners attended. The policy-makers stayed from 5 to 14 November, while the senior practitioners stayed from 5 to 27 November.

**Policy-Makers**

Ms. Jacqueline Adhiambo Oduol	Secretary Ministry of Gender, Children and Social Development
Mr. Titus Mwenda Karani	Deputy Commissioner Prison Department Ministry of Home Affairs
Ms. Miriam Ngina Muli	Deputy Commissioner Police Department
Mr. Odhiambo Jerim Oloo	Director Probation Department Ministry of Home Affairs

**Senior Practitioners**

Mr. Justus David Muthoka	Assistant Director Department of Children's Services Ministry of Gender, Children and Social Development
Ms. Marygorretti Cheruto Tororey Chepseba	Senior Principal Magistrate Kitale Court
Ms. June Eddah Minayo Machayo	Volunteer Children's Officer Coast Province, Mombasa District
Ms. Mary Wanjiku Mbau	Deputy Director Probation Department Ministry of Home Affairs
Ms. Rose Nekesa Moturi	Nairobi Provincial Prisons Commander Prison Department Ministry of Home Affairs

Mr. Samwel Kiplangat Ngeno

Provincial Commander  
Nakul Provincial Police  
Police Department

Mr. David Barasa Rapando

Acting Principal Economist  
Central Planning Unit  
High Court of Kenya

Ms. Anne Wambere Waichinga

Chief Children's Officer  
Department of Children's Services  
Ministry of Gender, Children and Social  
Development

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**THE ELEVENTH INTERNATIONAL TRAINING COURSE  
ON THE CRIMINAL JUSTICE RESPONSE TO  
CORRUPTION**

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The Eleventh International Training course on the Criminal Justice Response to Corruption was held from 16 October to 14 November 2008. Fifteen overseas participants, five Thai observers and four Japanese participants attended.

**Overseas Participants**

Ms. Jahanara Pervin	Director (Deputy Secretary) Anti-Corruption Commission Bangladesh
Mr. Tshering Namgyel	Judge Royal Court of Justice District Court Thimphu Bhutan
Mr. Tong Vannak	Deputy Director Administration and Personnel Ministry of National Assembly-Senate Relations and Inspection, Cambodia
Mr. Ahmed Mahmoud Moustafa	Chief Investigation Officer-Lt. Col. Cairo Public Investigation Department Ministry of Interior Cairo Public Security Egypt
Mr. Mohammed Ali Azeez	Public Prosecutor Investigating Department Ministry of Justice Iraq
Ms. Gabriela Martinez Lagarde	Public Defender Direction of Defence Attention to Victims Government of Hidalgo State Mexico
Mr. Rajan Prasad Bhattarai	Deputy Attorney Investigation Department Commission for the Investigation of Abuse of Authority, Nepal

Mr. Shreelal Poudel	Section Officer Drafting Division Ministry of Law, Justice and Constituent Assembly Affairs, Nepal
Mr. Cornelio Lopez Somido	Acting Deputy Special Prosecutor Office of the Special Prosecutor Prosecution Bureau IV Office of the Ombudsman Philippines
Mr. Geronimo L. Sy	Assistant Secretary Department of Justice Philippines
Mr. Nalin Rohantha Abey Suriya	Senior State Counsel Criminal Division Attorney General's Department Ministry of Justice and Law Reform Sri Lanka
Ms. Sunethra Indurmathie Jayasinghe	Deputy Director General Legal Division Commission to Investigate Allegations of Bribery or Corruption, Sri Lanka
Ms. Uthaiwan Jamsuttee	Public Prosecutor Thailand Criminal Law Institute Office of the Attorney General Thailand
Ms. Tosaporn Leepuengtham	Judge Buriram Provincial Court Juvenile and Family Section Courts of Justice Thailand
Mr. Abduljalil Saif Ali Al-Suhaiqi	Head Investigation Department Law Department Central Organization for Control and Auditing Yemen
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Mr. Kittikhun Dancharoen	Corruption Suppression Officer Office of the National Anti-Corruption Commission

Mr. Virote Kongwong  
Legal Officer  
Office of the National Anti-Corruption  
Commission

Mr. Mongkol Sirijunrattana  
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Office of the National Anti-Corruption  
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Mr. Seksan Sommat  
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### **Japanese Participants**

Mr. Minao Ishiwatari  
Public Prosecutor  
Nagano District Public Prosecutors  
Office, Matsumoto Branch

Mr. Jun Obayashi  
Public Prosecutor  
Sendai District Public Prosecutors Office

Mr. Toru Yamada  
Public Prosecutor  
Tokyo District Public Prosecutors Office

Mr. Takehiro Yasunaga  
Judge  
Osaka District Court

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## INFORMATION ABOUT FORTHCOMING PROGRAMMES

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### **1. The Fifth Seminar on Criminal Justice for Central Asia**

The Fifth Seminar on Criminal Justice for Central Asia will be held from 23 February to 6 March 2009. The Seminar is entitled "Effective Measures against Drug Offences and International Co-operation in the Criminal Justice Process". Twelve government officials from four Central Asian countries, Kazakhstan, Kyrgyzstan, Tajikistan and Uzbekistan, will attend.

### **2. The 14<sup>th</sup> Special Seminar for Senior Criminal Justice Officials of the People's Republic of China**

The 14<sup>th</sup> Special Seminar for Senior Criminal Justice Officials of the People's Republic of China will be held from 2 to 19 March 2009. The theme of the seminar is "Enhancement of Community-Based Alternatives to Incarceration at All Stages of the Criminal Justice Process". Ten participants and three course counsellors will attend.

### **3. The Fourth Country Specific Training Course on the Revitalization of the Volunteer Probation Aide System for the Philippines**

The Fourth Country Specific Training Course on the Revitalization of the Volunteer Probation Aide System for the Philippines will be held from 29 June to 9 July 2009.

### **4. The 142<sup>nd</sup> International Training Course**

The 142<sup>nd</sup> International Training Course will be held from 11 May to 19 June 2009. The tentative theme of the Course will be "Effective Countermeasures against Overcrowding of Correctional Facilities". Fifteen overseas participants and ten Japanese participants will attend.

### **Rationale**

Correctional administration and the treatment of offenders have developed steadily and shown successful results in many countries, yet overcrowding in correctional facilities remains an issue in many parts of the world. There is no single reason that can explain the population growth of prisons. Possible factors include the growth of crime; changes in legislative and sentencing policy; public preference for punitive reactions to crime; etc. According to the recent World Prison Population List survey, more than 9.25 million persons are detained in penal institutions worldwide, and the number of prisoners has been increasing in many parts of the world.

Overcrowding in correctional facilities may worsen the living conditions of the inmates, and a congested living environment causes stress, which has an unfavourable psychological influence on inmates. Further, overcrowding causes many difficulties in the overall administration and management of correctional facilities. For example, stress due to a congested living environment triggers trouble among inmates and violence against prison officers. In this context, discipline and order in a correctional facility must be prioritized. In addition, overcrowding may hinder the primary objectives of correctional facilities to rehabilitate and re-socialize prisoners. Thus, overcrowding brings about obstacles in the living environments of inmates, discipline and order of correctional facilities, and appropriate provision of correctional treatment. Therefore, it is of great importance that smooth and appropriate administration and management of correctional facilities must be secured, maintaining the optimal/controllable number of inmates.

Article 8 of the Bangkok Declaration adopted in 2005 reads "We are committed to the development and maintenance of fair and efficient criminal justice institutions, including the humane treatment of all those in pre-trial and correctional facilities, in accordance with applicable international standards". In this context, the rights of inmates detained in correctional facilities as well as efficient administration of institutions must be maintained. This philosophy should be applied

and respected even in overcrowded correctional facilities.

Taking into account the treatment of prisoners, the Standard Minimum Rules for the Treatment of Prisoners was adopted in the First United Nations Congress on the Prevention of Crime and the Treatment of Offenders, held at Geneva in 1955. In the resolution, minimum standards regarding the treatment of prisoners including accommodation, personal hygiene, clothing and bedding, medical services, contact with family members, etc., are described or indicated. Also, the Statement of Basic Principles for the Treatment of Prisoners was adopted by the General Assembly in December 1990, which clarifies the basic principles for the treatment of prisoners, including that all prisoners shall be treated with the respect due to their inherent dignity and value as human beings, believing that the full implementation of the Rules would be facilitated by the articulation of the basic principles underlying them. Although not formally binding, the Member States have strived to fully implement the said Rules and Basic Principles, but the population growth of correctional facilities has made it increasingly difficult for some Member States to adhere to them.

It is believed that the issue of overcrowding of correctional facilities differs from country to country, and it has always changed in accordance with modern developments. Therefore, it is necessary to explore effective countermeasures to tackle the issue, and cope with changing times. To make it possible, effective countermeasures to alleviate the overcrowding of correctional facilities within the criminal justice system as a whole must be studied. In this context, measures to cope with the growing number of inmates at each stage of criminal justice proceedings should be examined first, and then, measures within the framework of correctional administration should be explored.

In order to avoid detention of an accused or a defendant at a detention or remand centre, measures such as investigation at a residence of the accused, house arrest, bail on bond, electronic monitoring, suspension of prosecution, etc., need to be effectively utilized. Also, trial should be concluded with as much speed as possible to avoid the undue detention of inmates awaiting trial (or remand prisoners) in detention facilities. Further, alternative measures to incarceration such as community service orders, intensive probationary supervision, treatment programme orders, etc., after rendering such criminal sentences as fine, suspension of pronouncement of sentence, suspension of execution of sentence, etc., should be efficiently utilized so as to reduce the number of inmates in detention facilities.

It is not possible to develop and implement effective correctional/rehabilitative treatment programmes in overcrowded correctional facilities. Also, putting relatively minor offenders into a prison may hamper their smooth reintegration into society after release because of the stigmatization of incarceration. It is considered effective to utilize alternative measures to incarceration (or non-custodial sanctions) for such offenders. The United Nations Standard Minimum Rules for Non-Custodial Measures (the Tokyo Rules), which were adopted by the United Nations General Assembly on the basis of a recommendation by the Eighth United Nations Congress on the Prevention of Crime and the Treatment of Offenders in 1990, provides guidelines and basic principles for diversified non-custodial measures. Further, the Tenth United Nations Congress on the Prevention of Crime and the Treatment of Offenders, held in Vienna in 2000, stressed the importance of effective alternatives to incarceration in order to contain the growth and overcrowding of correctional facilities' populations (Para. 26). In addition, the Eleventh United Nations Congress on Crime Prevention and Criminal Justice, held in 2002, encourages that Member States prioritize non-custodial measures rather than imprisonment where possible, and it further recommends that Member States utilize measures which can be implemented in the community such as reconciliation among the persons concerned.

As far as correctional administration is concerned, in order to cope with the growing number of prisoners, new prisons have been constructed in some countries, and on the other hand, effective and efficient administration of correctional facilities, through the expansion of accommodation capacity of existing correctional facilities, is strongly demanded in countries where

cost reduction is required. A countermeasure to alleviate prison overcrowding that can be taken by the administration of correctional facilities is, for instance, early release from prison by granting remission, time off for good behaviour, parole, pardon, etc. Therefore, the conditions, restrictions, and other related issues required to set up an early release programme should be examined.

It is of great importance that the concerned criminal justice agencies, including the police, prosecution service, judiciary, correction or prison service, probation service, etc., alleviate the overcrowding of correctional facilities at all stages of criminal justice proceedings. Effective countermeasures against overcrowding of correctional facilities should include diversion, alternatives to incarceration, effective administration of correctional facilities, correctional programmes effective for the prevention of re-offending, and other measures, in order to successfully address the issue. Consequently, these countermeasures are implemented to accomplish the substantive objectives of correctional facilities to prevent offenders from committing further crimes, to protect society, and to rehabilitate offenders.

### **Objectives**

The purpose of this Training Course is to offer participants an opportunity to share experiences and knowledge regarding effective countermeasures against overcrowding of correctional facilities. In order to achieve this purpose, and to successfully cope with the issue, the training programme will provide an opportunity to clarify the current situations and problems existing in the respective countries in the field of correctional administration. There will also be opportunity to build participants' knowledge of possible measures to alleviate the growth of populations in correctional facilities at all stages of criminal justice proceedings. Among the major topics to be studied are the following:

- (1) Current situations and problems of overcrowding of detention facilities, and measures taken by the concerned criminal justice agencies at all stages of criminal justice proceedings:
  - (a) Diversion and other measures in the investigation, prosecution, and pre-adjudication stages
    - Bail on bond
    - Electronic monitoring
    - House detention curfew
    - House arrest
    - Suspension of prosecution, suspension of pronouncement of sentence
    - Intensive probationary supervision, etc.
  - (b) Alternatives to incarceration or non-custodial sanctions as adjudication options
    - Fine
    - Intensive probationary supervision
    - Community (service) order
    - Electronic monitoring
    - Treatment programme order, etc.
- (2) Current situations and problems of prison overcrowding and possible measures taken by correctional administrators:
  - (a) Effective administration of correctional facilities
    - Construction of new prisons including privatized facilities
    - Expansion of accommodation capacity of the existing institutions, etc.
    - Early release programmes (e.g. pardon, remission, furlough, parole, time off for good behaviour, etc.)
  - (b) Correctional programmes effective for the prevention of re-offending



- Cognitive behavioural therapy
  - Academic/educational training
  - Social skills training
  - Drug abuse treatment
  - Mental health treatment
  - Vocational training
  - Employment support guidance, etc.
- (3) Promotion or enhancement of community-based treatment or after-care programmes in the post-sentencing stage as possible measures to alleviate overcrowding of correctional facilities:
- Probationary supervision
  - Intermediate institutions (e.g. halfway houses, community correctional centres, community residential facilities, etc.)
  - Drug treatment programmes
  - Community (service) orders
  - Employment support guidance
  - Enhancement of involvement of the private sector and community, etc.

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**ADMINISTRATIVE NEWS**

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**Faculty Changes**

Mr. Shintaro Naito (Professor) left UNAFEI on 5 January 2009 for a new posting in the Legislative Drafting Section of the House of Representatives of Japan.

Mr. Naoyuki Harada, formerly a public prosecutor of Tokyo District Public Prosecutors Office, joined UNAFEI as a professor on 16 January 2009.

**Overseas Trips by Staff**

Mr. Tetsuya Sugano (Professor) visited Prague, the Czech Republic, from 26 October to 2 November 2008 to participate in the 10th ICPA (International Corrections and Prisons Association) Annual General Meeting.

Deputy Director Takeshi Seto went to Medellin, Columbia, from 3 to 10 November, to attend the Second Expert Group Meeting for the Continued Elaboration of the Digest of Terrorist Cases for Practitioners, organized by the UNODC and the Government of Colombia.

Mr. Koji Yamada (Professor) visited the Philippines from 17 to 26 November 2008 to participate as a short-term expert in the In-country Training Programme for the Enhancement of the Volunteer Probation Aide System. Professor Yamada gave lectures to the participants of the In-Country Training Programme.

Mr. Ryuji Tatsuya (Professor), Mr. Kenichiro Koiwa (Staff) and Ms. Miki Usuki (Staff) visited Langkawi, Malaysia, from 23 to 30 November to attend the 28th Asian and Pacific Conference of Correctional Administrators.

Director Keiichi Aizawa visited Courmayeur, Italy, and Geneva, Switzerland, from 12 to 17 December 2008. Director Aizawa attended the ISPAC (International Scientific and Professional Advisory Council) International Conference on Organised Crime in Art and Antiquities, and the 2008 Co-ordination Meeting of the Programme Network Institutes, respectively.

Deputy Director Takeshi Seto visited Vienna, Austria, from 17 and 21 December 2008 to attend the Open-ended Intergovernmental Working Groups on Technical Assistance of the UNCAC.

Ms. Tae Sugiyama (Professor), Mr. Tetsuya Sugano (Professor), and Mr. Yuichi Kitada (Staff) visited Manila, the Philippines, from 12 to 17 January 2009 to attend the "In-country Training Programme on Revitalization of the Volunteer Probation Aide System".

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**FACULTY AND STAFF OF UNAFEI**

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**Faculty:**

Mr. Keiichi Aizawa	Director
Mr. Takeshi Seto	Deputy Director
Mr. Motoo Noguchi	Professor
Mr. Haruhiko Higuchi	Professor
Ms. Tae Sugiyama	Professor, Chief of Information and Library Service Division
Mr. Tetsuya Sugano	Professor, Chief of Research Division
Mr. Jun Oshino	Professor, Chief of Training Division
Mr. Ryuji Tatsuya	Professor
Mr. Koji Yamada	Professor, 141st Seminar Programming Officer
Mr. Junichiro Otani	Professor, 141st Seminar Deputy Programming Officer
Mr. Naoyuki Harada	Professor
Ms. Grace Lord	Linguistic Adviser

**Secretariat:**

Mr. Sakumi Fujii	Chief of Secretariat
Mr. Hitoshi Nakasuga	Co-Deputy Chief of Secretariat
Mr. Masato Fujiwara	Co-Deputy Chief of Secretariat

**General and Financial Affairs Section:**

Mr. Masaaki Kojitani	Chief
Mr. Fumihiko Nakayasu	Officer
Mr. Atsushi Takagi	Officer
Ms. Kayoko Ono	Officer

**Training and Hostel Management Affairs Section:**

Mr. Etsuya Iwakami	Chief
Mr. Yuichi Kitada	Officer
Mr. Ikuo Kosaka	Officer
Mr. Yuichi Shirakawa	Officer
Ms. Akane Uenishi	Officer, 141st Seminar Assistant Programming Officer

**International Research Affairs Section:**

Mr. Kenichiro Koiwa	Chief
Ms. Masumi Tomita	Librarian

**Secretarial Staff:**

Ms. Miki Usuki
Ms. Aiko Ota

**Kitchen:**

Mr. Yuji Matsumoto      Chef

**JICA Co-ordinator:**

Ms. Miki Yamamoto