



FIJI CORRECTIONS SERVICE



Semper Restituens



01 AUGUST 2016 - 31 JULY 2017
ANNUAL REPORT



Referrals Letter

Hon Minister Aiyaz Sayed-Khaiyum
The Attorney General and Minister for Finance,
Public Enterprises,
Civil Service and Communications
Attorney General's Chambers
Level 7 Suvavou House
Victoria Parade
Po Box 2213
Government Buildings
SUVA.

Dear Sir,

I have much pleasure in presenting to you the Fiji Corrections Service 2016-2017 Annual Report.

The report reflects the organizations' achievement and financial performance including key outputs that are valuable to both the Government and public as a whole.

It also mirrors the direction the organization is undertaking on our newly adopted Vision which states that we must "Effectively rehabilitate all inmates that they will become lawful abiding citizens, who contribute positively to our country, Fiji."

Also included are some rehabilitation programs implemented under the Rehabilitation Framework aligned with our Strategic Documents and Commissioners Intent of Through Care.

This report has been prepared in accordance with the Fiji Corrections Service Act 2006, Finance Regulation and Finance Management Act 2004.

Yours faithfully

F.B KEAN
Commander
Commissioner of Corrections

Foreword



Commissioner of Corrections

I have much pleasure in presenting the Annual Report for the Fiji Correction Services (FCS) for the period 01 August 2016 – 31 July 2017.

This Annual Report briefly reflects the effective management of FCS operations and administration of our financial performance. The key to this accomplishment is the emphasis exercising the principals of good governance, transparency and accountability plus sound business practices as mandated by Government.

The work at Corrections is a noble calling and the work of all FCS personnel is commended. The strive for doing good and pursuing excellence is a never ending challenge at FCS. We extend our highest appreciation to the support from all stakeholders including government, rehabilitation service providers, religious organizations, volunteers, family and friends. The collective efforts of all FCS personnel and stakeholders is reflected in this document.

Training has been the central pillar of change at FCS. At FCS we train every day, whether it is in the classroom, in the field or on the job training. The development of a holistic training manual for the FCS, charting the career pathway of every custodial officer from Basic Recruit Training to Assistant Superintendant is a commendable

achievement. The team at our Training Academy in Naboro plus the support from National Headquarters are given special mention. Training has been the stimulus behind the effective and efficient performance at FCS.

FCS has also become a rehabilitation centric organization. This is reflected in the changes to our strategic statements, vision, mission, values plus the introduction of a new motto for FCS, *Semper Restituens* - Always Rehabilitation. Our engagement with stakeholders and the community has lifted a notch to provide rehabilitation platforms for those under our care thus ensuring their safe and productive reintegration into society.

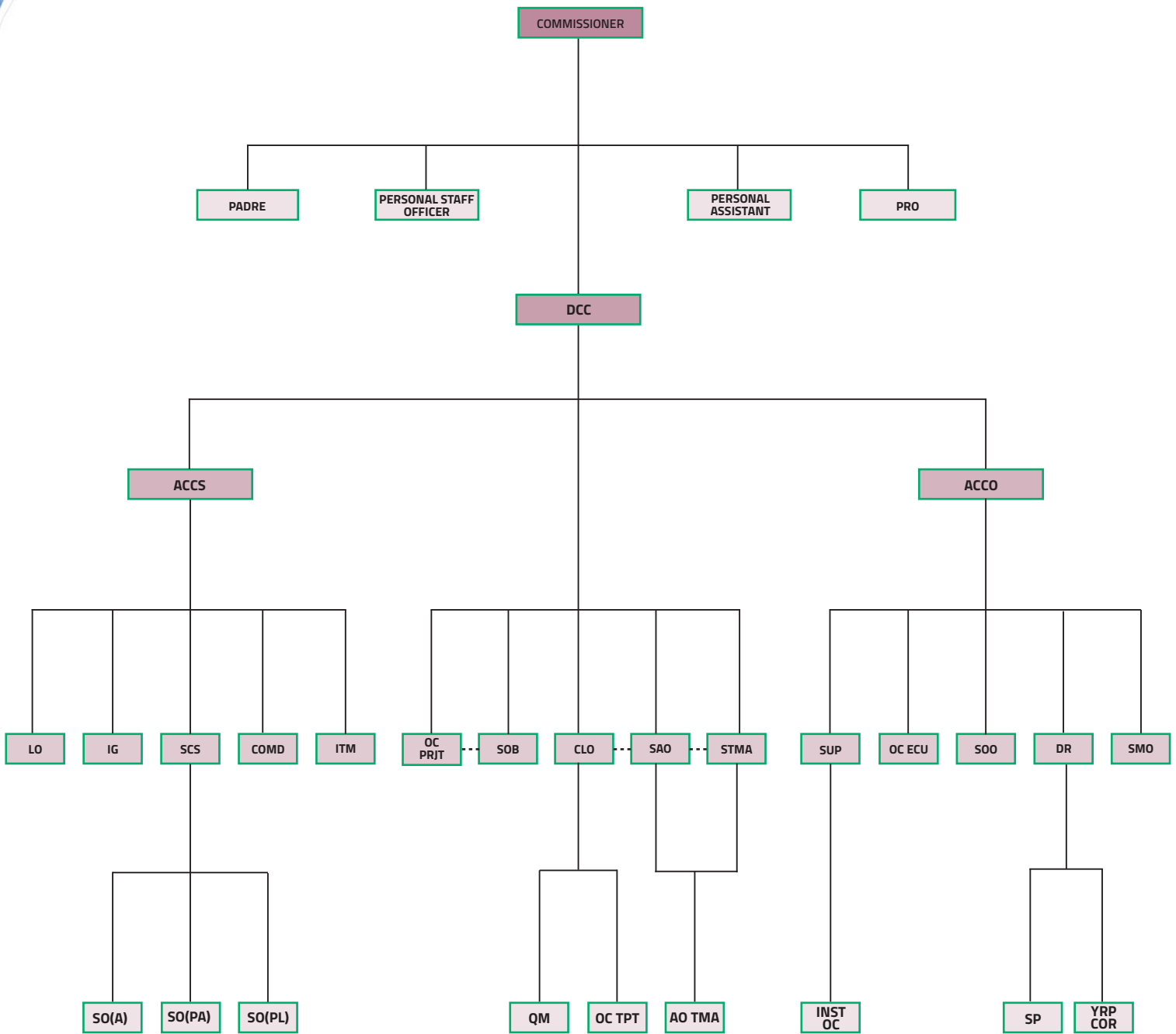
We commend this report to you. Vinaka.

F. B. KEAN
Commander
Commissioner

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Organization Structure



Strategic Objectives

Vision

To effectively rehabilitate all inmates that they will become lawful abiding citizens, who contribute positively to our country, Fiji

Mission

To positively restore lives

Values

Family
Integrity
Loyalty
Honesty
Empathy
Leadership

Motto

Semper Restituens
(Always Rehabilitation)

Key Principles

The Fiji Corrections Service three key principles are:

Strategic Private Concept

We value the contribution of all staff in the institution. Whatever their appointment is, whether as a Custodial Officer, Driver, Cleaner, Receptionist, Duty Officer, Junior or Senior Officer, they have a purpose to add value to the success of Fiji Corrections Service.

Leadership

Everything rises and falls on leadership. We are expected to exercise sound and strong leadership at all times. This is summed up in the quote from Bill Cosby, "I do not know the key to success but the key to failure is to try and please everybody". Do not try to be popular because all popular leaders have failed. Never shy away from the tough decisions when it is required of you.

Honest Days Work

We are expected to commit to an honest day's work. The simple and powerful message must be at the centre of our daily attitude to work 24/7.

Organization Responsibilities

The roles and responsibilities of the FCS has evolved over the years. The paradigm shift from containment to corrections has been at the forefront of our service delivery. This transformation is a massive task to unhooking a deep rooted culture of 'violence' synonymous with the strategy of containment.

This transformation is still in its formative years having begun in 2008, however, dwindled in implementation since 2011.

The introduction of our first motto for FCS, *Semper Restituens* - Always Rehabilitation, is the call to arms for all Officers, men and women of this noble profession, to embrace the deepest need for rehabilitating those under our care. We are in the business of restoring lives.

Its three major roles are to provide:

Security

A central role in our work is the security of our Institutions and the security of all convicts and non convicts. The physical standing and perimeters of all FCS Institutions must be secure and sound. The practical secure escorting of all convicts and non convicts must be executed in a vigilant and professional manner at all times. The security of all FCS personnel is vital towards the successful implementation of our security.

Safety

We shall comply to the well being of all convicts and non convicts in line with the best safety practices obligated by law.

Through Care

It shall be our business to ensure that all those that transit under our care undergo the relevant rehabilitation training program to secure their future when they leave this first prison. The importance of ensuring the mental strength of those under our care when they depart is vital to their success during the aftercare period outside of prison. We must strive for zero recidivism. The core of our role as Correction Officers is Rehabilitation; we are all Rehabilitation Officers.



Inmates Key Statistics



Convicted and Remand Inmates

Under our custody are two major categories of inmates. Convicted inmates are classified as those that are sentenced by Court, whilst those awaiting trial and are yet to be sentenced are classified as remand inmates. The other categories of inmates in our custody are Civil inmates who are mainly referred to as debtors, whilst detainees are those referred to us by the Immigration Department for violating immigration laws. Set out in Table 1 are the total comparative average number of convicted inmates, remand, civil and detainees in custody from August 2016 to July 2017.

Table 1: Average In Custody 2016 – 2017

	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AVERAGE
CONVICT	1404	1416	1459	1524	1527	1498	1509	1516	1516	1519	1525	1729	1512
REMAND	449	430	418	478	458	492	500	503	483	461	486	607	480
CIVIL	3	5	2	3	1	10	6	8	9	7	8	8	6
DETAINEE	1	1	1	1	1	1	1	1	1	1	1	1	1
TOTAL													1999

Source: Fiji Corrections Service Database

An average of 1500 convicted inmates in custody, from August 2016 to July 2017 compared to 1163 recorded in 2015. The trend is indicative of the increase of offences committed during the reported financial year.

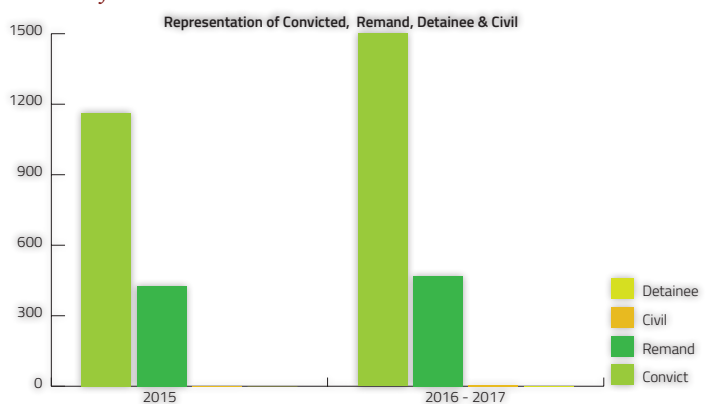
Table 2: Inmates in custody Comparative: 2015 to 2016-2017

	2015	2016 - 2017
CONVICT	1163	1500
REMAND	426	480
CIVIL	2	6
DETAINEE	0	1

Source: Fiji Corrections Service Database

There is an increase number of convicted inmates by 29% in 2016-2017 compared to 2015. Remand inmates, recorded an increase by 10%.

Figure 1: Graphical representation of Convicted and Remand inmates for 2015 to 2016-2017



Source: Fiji Corrections Service Database

Gender Representation

Table 3 (a): Inmates by Gender representation by months

	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AVERAGE
MALE	1404	1416	1459	1524	1527	1498	1509	1516	1516	1519	1525	2248	1555
FEMALE	47	56	61	63	68	76	72	82	80	78	77	96	70
TOTAL													1626

Source: Fiji Corrections Service Database

The trend indicates a fluctuation of male and female inmates in custody for the reported months.

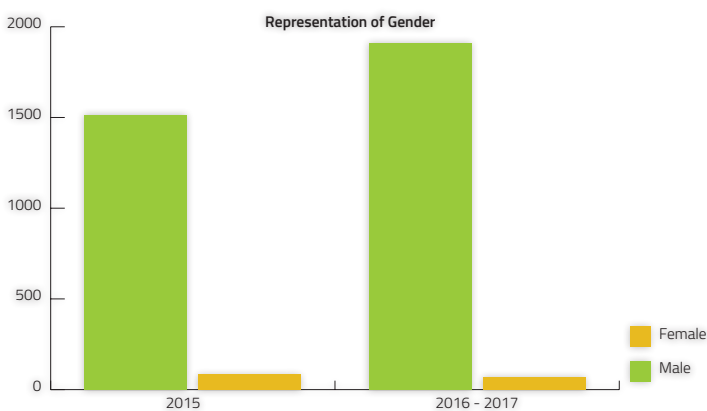
Table 3 (b): Inmates by Gender comparison: 2015 to 2016-2017

	2015	2016-2017
Male	1512	1555
Female	83	70
TOTAL	1595	1976

Source: Fiji Corrections Service Database

However, male inmates recorded a notable increase by 26% in 2016 – 2017 compared to 2015 data, while the number of female inmates decreased from 83 in 2015 to 70 in 2016 - 2017.

Figure 2: Graphical Representation of Gender comparison: 2015 to 2016-2017



Source: Fiji Corrections Service Database

Age Categorization

Age categorization together with the offence details allows reliable and effective classification and allocation of inmates under our care. Young inmates between the ages of 16yrs - 25yrs are classified as Star Class and are accommodated at the Nasinu Correction Centre.

Others are categorized as Ordinary Class while all female inmates are categorized as Women inmates. They are allocated to institutions appropriate for them to serve their sentences. The existence of the Central Allocation Board, allowed in-depth profiling of inmates personal, family background, risk analysis and personal welfare needs.

This has become the platform for the effective allocation of inmates to various correction institutions within FCS.

Set out in Table 4 below are the categorization of age by months.

Table 4 (a): Age Categorization of inmates by months (2016-2017)

AGE CATEGORIZATION													
	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AVERAGE
16-20	170	171	165	161	154	150	163	165	157	143	153	149	158
21-25	394	364	358	355	368	385	386	361	351	365	365	340	366
26-30	325	319	322	376	376	379	369	372	358	353	367	348	355
31-35	290	302	282	299	299	294	276	287	279	264	287	303	288
36-40	236	241	257	265	265	239	236	245	252	257	251	271	249
41-45	133	141	180	193	193	214	225	218	221	200	218	236	199
46-50	111	123	119	130	130	133	140	147	152	149	138	151	135
51-60	123	125	119	139	139	128	143	150	148	163	158	183	143
61-70	59	53	60	67	67	60	60	64	68	73	64	65	63
70+	17	16	18	21	21	19	19	19	23	21	19	19	19
TOTAL	1858	1855	1880	1006	1987	2001	2028	2009	1988	2020	2065	2065	1976

Source: Fiji Corrections Service Database

As evident in Table 4(a) above Age category from 21 - 35 years, continued to dominate the prison population in 2016 - 2017. A vulnerable youth group, who could easily be enticed back into criminality after been discharged if are not rendered the right community intervention programs, general support from family members, key stakeholders and the public at large. This category represents 59% of the total population in 2016-2017 compared to 61% in 2015.

Table 4 (b): Age Group Comparison: 2015 to 2016-2017

	2015	2016-2017
Between 16 – 20 years	155	158
Between 21 – 25 years	278	366
Between 26 – 30 years	288	355
Between 31 – 35 years	246	288
Between 36 – 40 years	214	249
Between 41 – 45 years	239	199
Between 46 – 50 years	151	135
Between 51 – 60 years	152	143
Between 61 – 70 years	115	64
Over 70 years of age	61	19
TOTAL	1595	1976

Source: Fiji Corrections Service Database

Provincial Representation

The proper profiling of inmates during the admission process is a critical exercise. The gathering of information and analysis about each inmate when they are incarcerated is crucial in determining what kind of support or treatment they will require to rehabilitate them. Set out in Table 5 (a) is the distribution of inmates based on their province.

Table 5 (a): Provincial representation by months

PROVINCIAL REPRESENTATION																			
	BA	BUA	CAKAU-DROVE	KADAVU	LAU	LOMAI-VITI	MACU-ATA	NAD-ROGA	NAIT-ASIRI	NAM-OSI	NAV-OSA	RA	REWA	SERUA	TAI-LEVU	ROT-UMA	OTHERS	INDIAN	TOTAL
AUG	120	54	117	115	156	102	73	101	122	24	8	125	68	22	245	17	72	317	1858
SEP	117	49	106	112	165	118	72	102	116	22	9	118	73	17	233	18	72	336	1855
OCT	101	52	112	123	173	112	73	104	118	20	6	130	83	17	237	18	69	332	1880
NOV	179	49	119	113	205	125	66	74	116	21	6	141	80	18	247	14	54	379	2006
DEC	179	49	119	113	205	125	66	74	116	21	6	141	76	19	233	14	54	372	1982
JAN	182	57	128	115	192	134	66	56	121	21	6	131	85	21	231	13	57	380	2001
FEB	149	58	133	108	200	127	65	67	122	25	8	136	89	20	234	14	67	394	2016
MAR	144	57	131	120	200	131	66	68	126	29	7	119	76	19	240	14	68	413	2028
APR	148	53	149	123	193	133	70	65	123	26	5	121	79	21	238	14	65	383	2009
MAY	136	50	154	118	185	126	66	59	121	28	15	136	79	24	212	16	66	397	1988
JUN	161	54	152	113	181	132	65	55	125	36	16	128	74	21	222	17	66	402	2020
JUL	135	57	140	110	202	131	67	81	143	33	18	143	84	21	213	18	78	391	2065
AV.	146	53	130	115	188	125	67	76	122	26	9	131	79	20	232	16	67	374	1976

Source: Fiji Corrections Service Database

There has been a consistent increase in the number of inmates in custody from Tailevu, Lau and Ba. These three provinces have dominated the prison population for the last 5 years. The statistical incarceration trend in 2016-2017 depicts a similar tendency.

The Tailevu Province recorded the highest in custody for the reported period of 12% (232) compared to 2015(199).

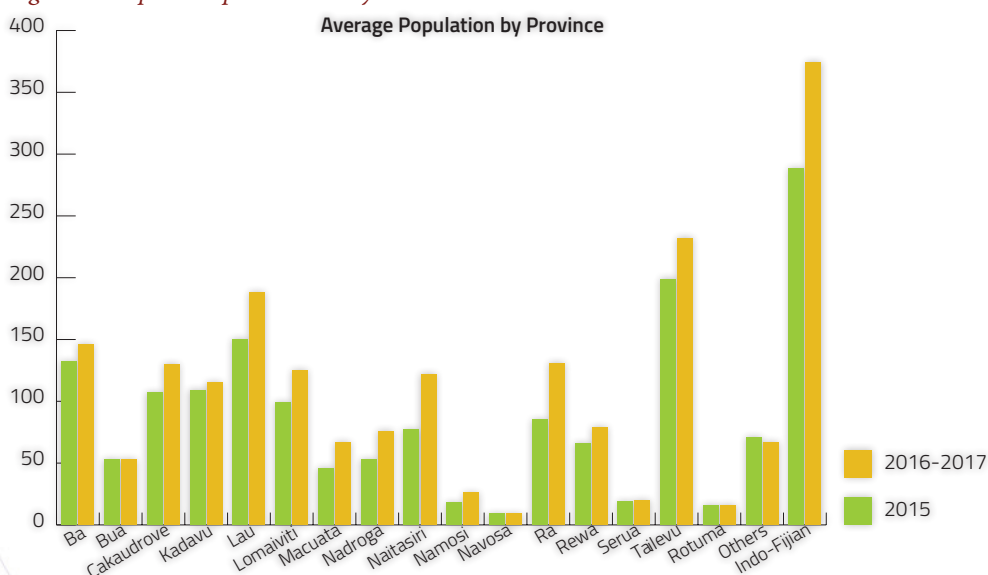
Provincial Representation

Table 5 (b): Provincial Representation Comparison 2015 to 2016-2017

PROVINCIAL REPRESENTATION		
PROVINCE	2015	2016-2017
BA	132	146
BUA	53	53
CAKAUDROVE	107	130
KADAVU	109	115
LAU	150	188
LOMAIVITI	99	125
MACUATA	46	67
NADROGA	53	76
NAITASIRI	77	122
NAMOSI	18	26
NAVOSA	9	9
RA	85	131
REWA	66	79
SERUA	19	20
TAILEVU	199	232
ROTUMA	16	16
OTHERS	71	67
INDO-FIJIAN	288	374
TOTAL	1597	1976

Source: Fiji Corrections Service Database

Figure 3: Graphical representation by Province: 2015 vs 2016-2017



Source: Fiji Corrections Service Database

Ethnicity

The categorization of inmates into various ethnicity groups on admission provides a platform for FCS to address their individual needs and general welfare. It also allows better coordination with relevant community representatives and specific stakeholders to assist in their personal welfare, health, well-being and rehabilitation needs. Set out in Table 6 are the inmate's distribution by ethnicity in 2016-2017.

Table 6 (a): Inmates ethnic representation by months

ETHNICITY REPRESENTATION											
	EURO	P/ EURO	I/ FIJIAN	I TAUKEI	RO- TUMAN	CHINESE	OTHERS	MELA- NESIAN	MICRO- NESIAN	FOREI- GNERS	TOTAL
AUG	0	9	315	1454	17	1	24	9	0	29	1858
SEP	0	9	336	1429	19	1	24	8	0	29	1855
OCT	0	10	332	1459	18	2	18	5	1	35	1880
NOV	0	12	379	1549	13	1	12	6	1	33	2006
DEC	0	12	386	1523	14	1	12	6	1	31	1986
JAN	0	12	380	1545	13	1	12	1	0	37	2001
FEB	0	11	394	1538	14	2	20	1	0	36	2016
MAR	1	14	413	1531	14	1	13	7	0	34	2028
APR	2	12	383	1549	13	1	15	7	0	27	2009
MAY	2	13	397	1509	16	1	16	5	0	29	1988
JUN	1	12	402	1537	18	0	19	5	0	26	2020
JUL	4	10	391	1587	16	12	16	6	0	23	2065
AV.	1	11	376	1517	15	2	17	6	0	31	1976

Source: Fiji Corrections Service Database

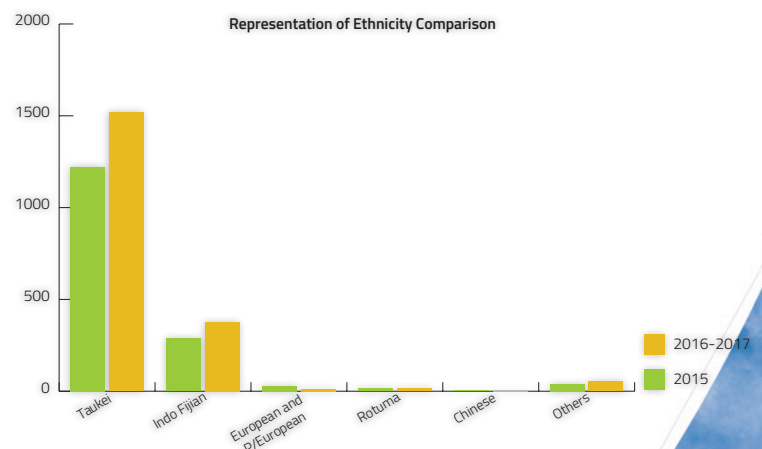
A steady increase recorded by the I-Taukei inmates, recording a 77% of the total average population in custody. There was a notable increase in population of Indo Fijians by 31% in 2016-2017 compared to 76% in 2015.

Table 6(b): Inmates by Ethnicity comparison: 2015 vs 2016-2017

ETHNICITY REPRESENTATION		
ETHNICITY	2015	2016-2017
TAUKEI	1220	1517
INDO FIJIAN	288	376
EUROPEAN AND P/EUROPEAN	28	12
ROTUMA	16	15
CHINESE	4	2
OTHERS	39	54
TOTAL	1597	1976

Source: Fiji Corrections Service Database

Figure 4: Comparison of Graphical representation by Ethnicity: 2015 vs 2016-2017



Source: Fiji Corrections Service Database

Religious/ Denomination Representation

Inmates on admission are categorized into their religious, denomination membership and appropriate faith based groups. These will assist in each individual spiritual enhancement by the staff of FCS. It is also an avenue where inmates are empowered spiritually and mentally by allowing them to respond positively to offered rehabilitation programs, institution operation procedures and daily routine.

Whilst the contribution of faith groups, religious leaders and dedicated members are acknowledged as much is required when inmates are released back to society.

Set out in Table 7 are the categorization of inmates by religious/faith based groupings by months.

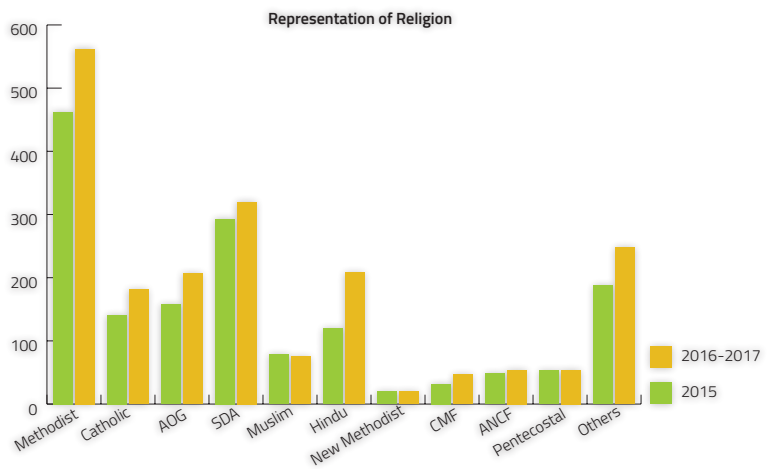
Table 7: Inmates by Religious/Faith based groupings 2015 - 2016/2017

DENOMINATION REPRESENTATION		
DENOMINATION	2015	2016-2017
METHODIST	462	562
CATHOLIC	141	181
AOG	158	207
SDA	293	320
MUSLIM	79	75
HINDU	120	208
NEW METHODIST	20	20
CMF	32	47
ANCF	49	54
PENTECOSTAL	53	54
OTHERS	188	248
TOTAL	1595	1976

Source: Fiji Corrections Service Database

The analysis of the Table 7 above indicates that the Methodist dominates the imprisonment denomination of 28% of the total prison population in 2016/2017 and recording an increase by 22% compared to 2015. A notable increase also recorded against other major denominations.

Figure 5: Graphical representation of inmates' religious groupings



Source: Fiji Corrections Service Database

Recidivism

Recidivism is regarded as the tendency of a convicted criminal to re-offend. In line with the FCS standard guideline, an inmate is considered a recidivist when he/she is re-admitted within 24 months from his or her initial discharge date on a new offence. On the contrary, an individual who is re-admitted within 24 months period from his or her initial discharge date on a pending case is not considered a recidivist.

We are mandated by Government to continuously aim to reduce recidivism. This has become a real challenge for us not only in identifying intervention programs within, but to initiate viable proactive strategies and options that will help reduce the likelihood of re-offending behavior patterns.

Individuals serving time in prison face numerous challenges upon release that contribute to the failure of even a good-faith effort to change their lives for the better. Officers being at the forefront of rehabilitation have no control over an individual's choice and desires outside of FCS. This is one of the most important areas that require general public support.

All stakeholders need to come together to tackle the underlying problems that contribute to recidivism and help these individuals become productive and law-abiding citizens.

Out of the 990 inmates discharged in August 2015 to July 2017, 72 of them returned to prison charged with a new offence.

Table 8: Recidivist Comparative 2014, 2015 - 2016/2017

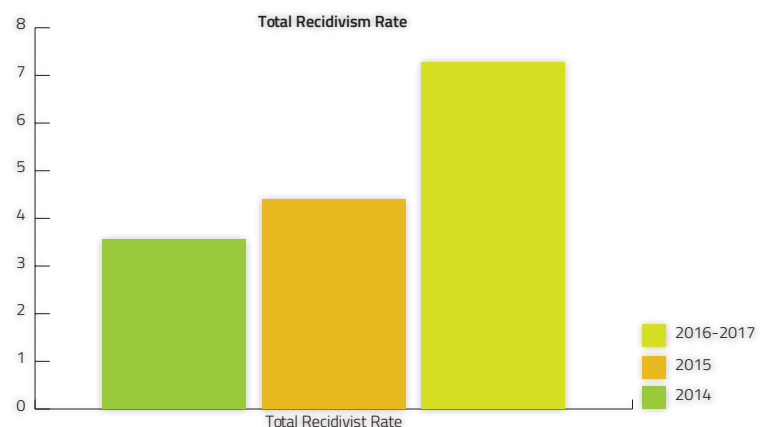
	2014	2015	2016-2017
Number of Recidivist	62	69	72
Admission	829	745	1975
Total No. of Inmates	1255	1595	1976
Total Inmates Discharge	847	710 (200 Aug -Dec)	790
Total Recidivist Rate	3.56%	4.40%	7.27%

Source: Fiji Corrections Service Database

There has been an increase in total recidivist of 72 recorded in 2016/2017 compared to 69 in 2015. The calculation provides us the total recidivism of 7.27%.

Our record showed the increase in recidivism rate from 2015 to the current financial year by 2.87%.

Figure 6: Recidivists comparative 2014 to 2016/2017



Source: Fiji Corrections Service Database



FCS Key Outputs

Safety and Security

Security

Security is one of the major functions of the Fiji Corrections Service. A well-defined and organized corrections security is essential to good order, discipline in all corrections contributing to a safer community. Improved infrastructural design and installation of Closed Circuit Television (CCTV) in all institutions will strengthen efforts to effectively manage security and its associated risks within the FCS.

Three escapes took place at the Western Division, two at the Central & Eastern and one at the Northern Division while none were recorded at the Southern Division for 2016/2017.

Escapes

The Fiji Corrections Service will continue to pursue its mandatory role by ensuring minimal or no escape in all Correction Institutions within FCS.

Table 10 sets out the number of inmates involved in the six escape incidents for 2016/2017

Set out in Table 9 are the total number of escape by quarter in all Divisions.

Table 10(a): Escape incidents and number of inmates involved

ESCAPE INCIDENTS AND INMATES INVOLVED					
DIVISION	Aug - Oct 2016	Nov 2016 - Jan 2017	Feb 2017 - Apr 2017	May 2017 - July 2017	TOTAL
CENTRAL/EASTERN	-	-	2	-	2
SOUTHERN	-	-	-	-	-
WESTERN	1	1	-	2	4
NORTHERN	-	-	1	-	1
Total	1	1	3	2	7

Source: Fiji Corrections Service Database

Table 9: Number of Escape incidents by Division for 2016/2017

ESCAPE INCIDENT 2016 - 2017					
DIVISION	Aug - Oct 2016	Nov 2016 - Jan 2017	Feb 2017 - Apr 2017	May 2017 - July 2017	TOTAL
CENTRAL/EASTERN	-	-	2	-	2
SOUTHERN	-	-	-	-	-
WESTERN	1	1	-	1	3
NORTHERN	-	-	1	-	1
Total	1	1	3	1	6

Source: Fiji Corrections Service Database

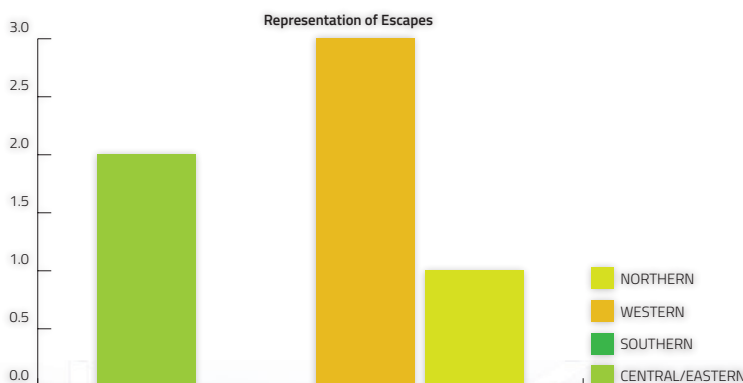
Table 10(b): Escape incidents and number of inmates involved

ESCAPE INCIDENTS BY LOCATION					
LOCATION	Aug - Oct 2016	Nov 2016 - Jan 2017	Feb 2017 - Apr 2017	May 2017 - July 2017	TOTAL
Escape Inside prison	1	-	2	1	4
Escape Outside prison	-	1	1	-	2
Total Incident	1	1	3	1	6

Source: Fiji Corrections Service Database

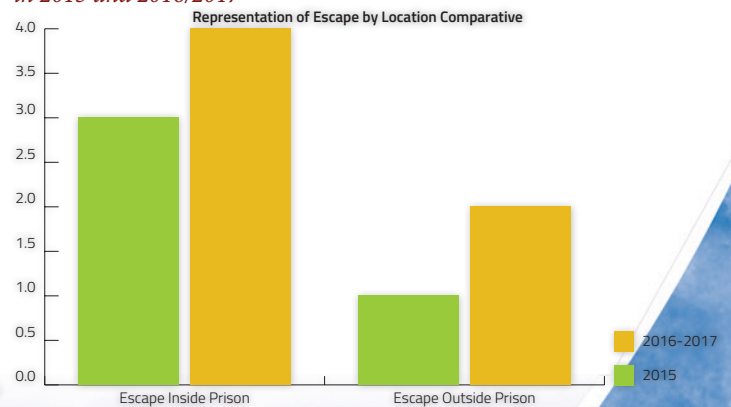
Out of the six escape incidents in 2016/2017, four escaped from inside the institutions and two from work parties. In 2015, four escapes took place where three escaped from inside and one escaped from outside work party.

Figure 7: Representation of escape incidents by Divisions for 2016/2017



Source: Fiji Corrections Service Database

Figure 8: Graphical comparative representation of escape by location in 2015 and 2016/2017



Source: Fiji Corrections Service Database

Safety and Security

Complaints & Grievances

Under our Guiding Principles alongside the United Nations Standard for Treatment of Offenders, inmates are given the right to lodge any complain against officers, provided there is a breach of human rights or any other relevant issues that violated rights in any way. We are mandated to minimize and further identify possible avenues and strategies to eliminate complaints against any correction officers, either from inmates or members of the public.

Set out in Table 11 are the number of complaints against correction Officers for 2015 compared to 2016/2017.

Table 11: Inmates complaints comparative in 2015 to 2016/2017

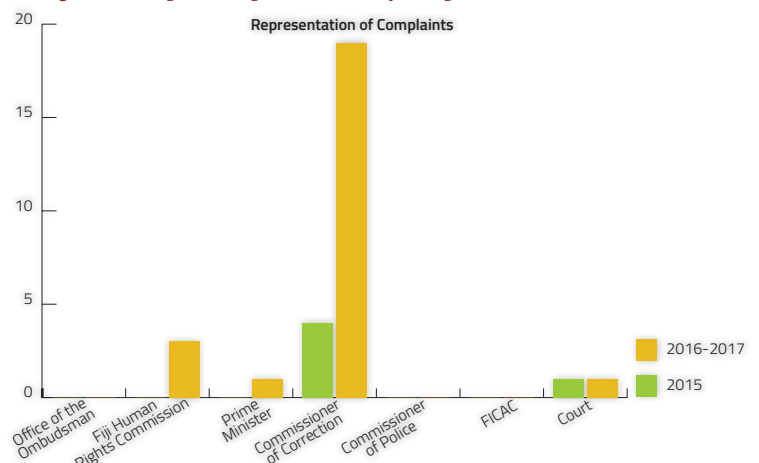
Complaints to:	2015	2016/2017
Office of the Ombudsman	-	-
Fiji Human Rights Commission	-	3
Prime Minister	0	1
Commissioner of Correction	4	19
Commissioner of Police	-	-
FICAC	0	0
Court	1	1
Total	5	24

Source: Fiji Corrections Service Database

Most of the complaints received during the reported year were made to the Commissioner of Corrections followed by complaints tendered to the Human Rights Commission. Complaints against staff were mostly centered on treatment of inmates and other matters that may affect good order and discipline of the institutions.

Additionally, complaints directed to Court, were mostly against institutional procedures and living conditions. A total of 23 complaints were recorded in 2016/2017 compared to five in 2015.

Figure 9: Graphical representation of complaints



Source: Fiji Corrections Service Database

Untoward Incidents & Contrabands

Untoward incidents or Prison disorder are unusual occurrences that compromise safety, good order and discipline in any correction institution. The most common ones include hunger strike, disturbances, riots and prison assaults of three forms (Officer against prisoner, prisoner against prisoner and prisoner against staff).

Contrabands are unauthorized items that enter any correction institution through illegal means. It poses imminent threat to the safety of other inmates, staff and overall security and good order in general. The most common type of contrabands smuggled into the institutions is cell-phones and drugs (marijuana).

Generally, the availability of contraband contributes to a weakening of good governance within a prison and undermines the aims of making a prison environment safe and secure. There are many means in which contraband items are being smuggled into the corrections institutions in Fiji. The most common means in Fiji is through visitors and thrown in from outside the institutions. Cell phones represent the most concern in all our institutions. Inmates access these contraband items to; coordinate escapes, threaten or intimidate witnesses, orchestrate crimes such as gang activities, bribe prison officers and create security breaches.

Other contrabands includes, hacksaw blades, sharp objects, pornographic materials and cigarettes of all kinds. These include items that can be used as a tool to assist their escape.

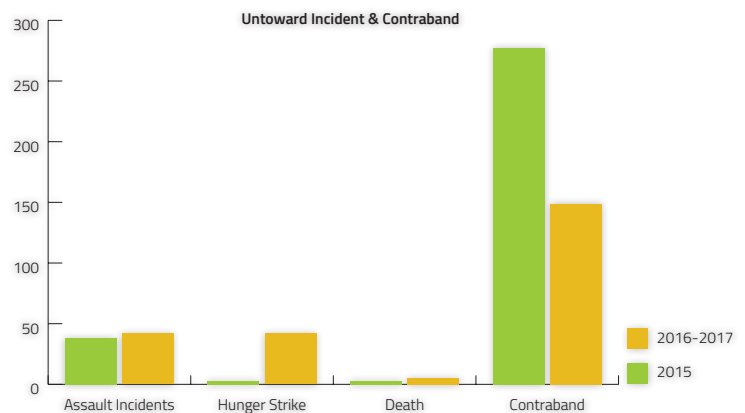
Set out in Table 12 are the numbers of untoward incident including contrabands for 2015 and 2016/2017.

Table 12: Untoward incident comparative 2015 and 2016/2017

UNTOWARDS INCIDENTS		
INCIDENT	2015	2016/2017
Assault Incidents	38	42
Hunger Strike	3	42
Death	3	5
Contraband	277	149

Source: Fiji Corrections Service Database

Figure 10: Untoward incident comparative 2015 and 2016/2017



Source: Fiji Corrections Service Database

There has been a huge reduction in the number of contrabands recorded in 2016/2017 by 46% compared to 2015. The introduction of the Cell Senses machines that was installed at the Suva Remand Centre early in the year has had great impact on the reduction of contraband entering the prison system.

The fight against contrabands continues where searches are strategically conducted not only to ensure the removal of prohibited items from the possession of those under our care but to stop the entry of contrabands into all our Correction Centres.

A huge increase was recorded in the number of inmates on hunger strike, mostly in dissent over meal issue and new changes brought into the prison system for their safety and security.

Safety and Security

Closed Circuit Television (CCTV)

The installations of CCTV in all correction institutions played a key role in rapid detection of contrabands, unusual occurrences and better surveillance of all activities conducted within. It also assists in minimizing internal prison escapes and promotes ethical staff approaches when performing their duties. With the 2016/2017 allocated budget of \$400,000, FCS was able to complete the following projects;

- Installation of CCTV Women Correction Centre, Lautoka
- Installation of CCTV at Lautoka Remand Centre
- Upgrade of CCTV at all other Corrections Centres



Suva Remand Centre CCTV

Security Support Services

The Emergency & K9 Unit acts as supportive element to effective prison security and to continually restore and sustains good order and discipline at all times. They are directly responsible for institution and individual searches, boundary patrols and prisoner escorts. Much of their daily activities are focused on security observation, emergency mock exercises and information gathering. A total of 32 officers of all ranks, are members of the Unit.



Unit Dog Training Exercise



Unit Gas Gun Exercise

Cemeteries and Burials

The FCS is responsible for managing cemeteries and maintaining burial grounds throughout Fiji. They include Suva, Nasinu, Vatuwaqa Lautoka (2), Levuka and Labasa. It also looks after the crematorium services at Vatuwaqa.

Set out in Table 17 are the allocated budget comparison 2015-2016/2017.

Table 13: Cemetery Comparative Budget Allocation 2015 – 2016/2017

CEMETARY BUDGET ALLOCATION		
YEAR	2015	2016/2017
BUDGET	\$190,000	\$200,000

Source: Fiji Corrections Service Database

Budget allocation for 2016/2017 increased by 5.26% compared to 2015. The increase was largely due to the extension of few of the cemeteries and the continuous maintenance of burial grounds.

Set out in Table 18 is the standard burial, cremation fees and total revenue collected in 2016/2017

Table 14: Revenue collected from burial and re-opening of graves for 2016/2017

CEMETERY	PRIVATE GRAVE	RE-OPEN	TOTAL REVENUE (\$)
SUVA/VATUWAQA	103	72	5,746.95
NASINU	1030	7	37,748.65
LEVUKA	20	-	730.00
LABASA	32	-	1,168.00
LAUTOKA	297	-	10,840.50
TOTAL REVENUE	1,482	79	\$56,234.10

Source: Fiji Corrections Service Database

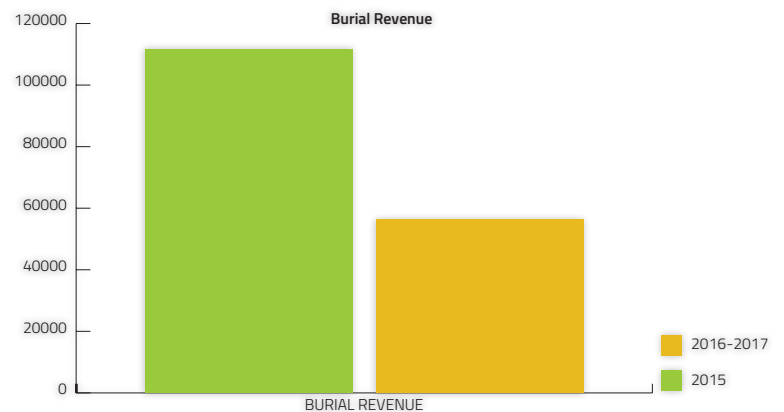
Table 15: Total Revenue Comparative 2015 – 2016/2017

TOTAL REVENUE COMPARATIVE 2015-2016/2017		
YEAR	2015	2016/2017
BURIAL REVENUE	\$ 111,621.98	\$ 56,234.10

Source: Fiji Corrections Service Database

The reduction in the number of burials and reopening of graves from 2015 to 2016/2017 greatly impacted the revenue collected.

Figure 11: Graphical representation comparative of burial revenue 2015 and 2016/2017



Source: Fiji Corrections Service Database



Improved Rehabilitation



Improved Rehabilitation

Rehabilitation Programmes

The revised Rehabilitation Framework provides the direction for staff to prioritize rehabilitation and treatment of offenders in a holistic and well synchronized manner using its identified phases as guide to effective implementation of its associated activities. Inmates upon admission are mandatory to undergo thorough needs and risk analysis through the Institutional Sentencing Board. The findings will later form the basis to determined precise intervention programs each inmate had to go undergo to ensure they are better treated with the right rehabilitation programs. The framework has four (4) phases, ensuring a holistic rehabilitation approach towards successful re-integration of inmates back to society.

Set out in Table 16 the number of rehabilitation programs conducted in 2016/2017.

Table 16: Rehabilitation Programs conducted on a monthly basis

	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTAL
NO OF REHAB PROGRAMS	43	40	41	38	35	21	45	43	44	34	36	40	460

Source: Fiji Corrections Service Database

As evident from the table above there has been an increase in the number of rehabilitation programs offered in 2016/2017 compared to 381 offered in 2015. The increase in the number of programmes by 21% allowed for the review of the Rehabilitation Framework that adopted new programmes for Non Christians, short termers, solesolevaki as a re-entry programme and the review and formulation of new Policies to guide the implementation of the Framework.

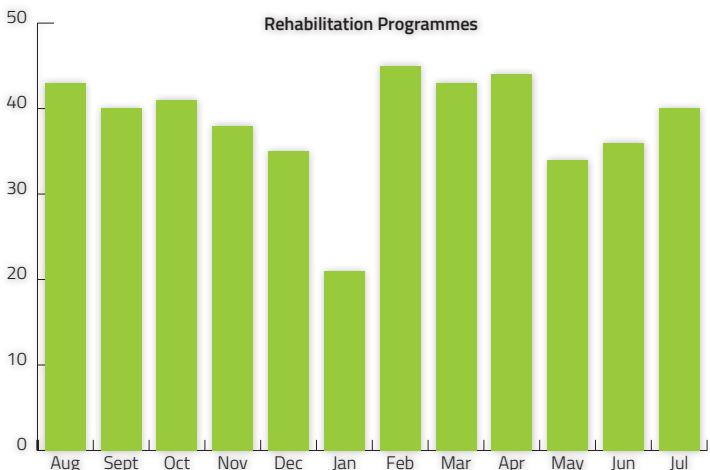
Table 17: Offered Programs conducted in 2016/2017

#	Programs Conducted	#	Programs Conducted
1	Alpha	12	Spiritual Empowerment
2	Alcohol and Drugs	13	Step Out Step Free
3	Cognitive and Restructuring	14	Substance Abuse
4	Encounter Program	15	Sycamore Tree Program
5	Group Counselling	16	True Identity
6	Literacy & Numeracy	17	Basic Foot Drill
7	Positive Mental attitude	18	One to one Counselling
8	Purpose of Life	19	Women In Development
9	Recovery	20	Womenhood, Motherhood, Marriage
10	Sex Offence Program	21	Trauma Healing
11	Culture	22	Solesolevaki – Re-entry program

Source: Fiji Corrections Service Database

Figure 12 sets out the graphical representation of the number of rehabilitation programmes conducted in 2016/2017

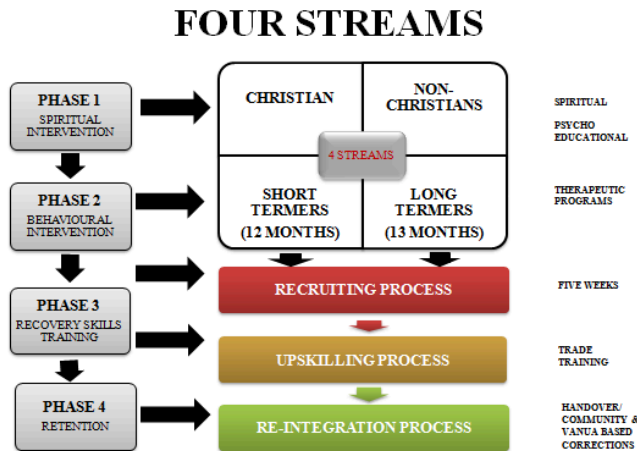
Figure 12: Graphical representation comparative of rehabilitation programmes on monthly basis



Source: Fiji Corrections Service Database

Improved Rehabilitation

Figure 13 represents the revised Rehabilitation Framework.



Source: Fiji Corrections Service Database

The Institutions Sentencing Planning Board is an avenue where all inmates upon admission undergo, to determine the right treatment for their offending behavior whilst incarcerated. It comprises of Institutions Sergeant Majors, Divisional Correction physiologists, key stakeholders, selected NGO's and representatives of the inmate's church leaders. The process entails inmate interviews, personality and background checks. Information gathered will be subjected to further scrutiny and analysis to establish the treatment plan for inmates. Through this process, the inmate should be able to also discern offending behaviors, behavioral pattern, vulnerable traits and overall self-realization.

Once all the required information is gathered and analyzed, it should form the basis for the Board to develop the treatment and action plans for each individual to undergo using the rehabilitation framework as a guide for holistic implementation.

Early Release Schemes

The Early Release Scheme provides an alternative to longer sentences in custody by conditionally releasing inmates back to society prior to his/her normal discharge date as per Court order.

The main objective of the scheme is to allow smooth transition of inmates from a closed environment with strict rules and procedures to abide with, to one that is flexible in nature.

This is also an avenue where continuous assessment is made on the ability of inmates to maintain good behavior and a positive attitude under minimum supervision.

Another benefit of the scheme is that it allows inmates to start reconnecting with family members whom they have lost touch with due to their incarceration. This also allows time and opportunity to discuss programs to pursue to ensure successful re-integration of an inmate when finally released.

The Commissioner under Correction Act Section 46(a) has the authority to release an inmate under the scheme provided the inmate met the following minimum requirements to be eligible for early release.



ISPB dialogue in progress

Early release for Employment

In relation to release under programs involving the performance of community work or paid employment:

- (ii) the inmate shall have a low security classification; and
- (iii) the inmate has 12 months or less of his or her effective sentence to serve.

Inmates released under the scheme are those that have been accepted through a job placement for paid employment with a potential job provider.

This is an avenue where inmates have a greater chance to alleviate crime cycle, live a better life, improve standard of living and become productive and responsible citizen.

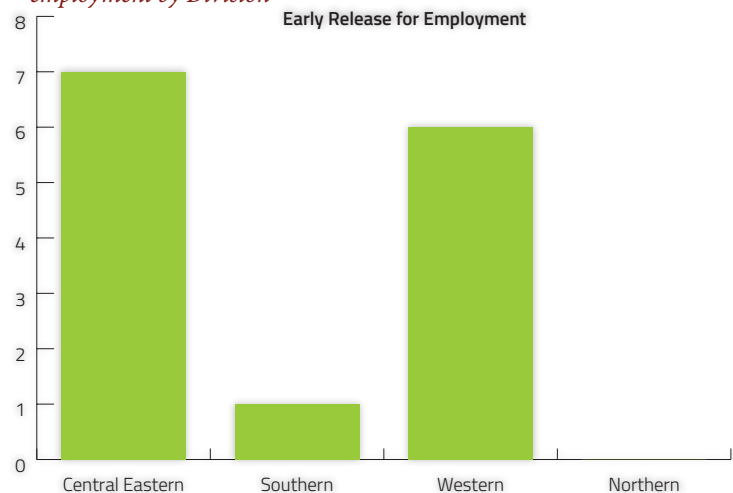
For 2016/2017, our Annual Corporate Plan targets 15 inmates to be released for Employment. Table xx sets out the targets and the achieved results by Divisions.

Table 18: Early release for Employment by Division

DIVISION	TARGET	ACHIEVED
Central Eastern	7	7
Southern	3	1
Western	3	6
Northern	2	0
TOTAL	15	14

Source: Fiji Corrections Service Database

Figure 14: Graphical representation comparative of early release for employment by Division



Source: Fiji Corrections Service Database

The FCS managed to release 14 inmates for employment and they now continue in these job placements after their release from their respective Corrections Centres. The overall performance of the Fiji Corrections Service for this strategy was 85%.

Improved Rehabilitation

Early release for Education

(b) In relation to undertaking a course of education or instruction:

- the prisoner shall have a low security classification;
- the prisoner has 12 months or less of his or her effective sentence to serve; and
- the prisoner has been accepted to undertake an appropriate course of education or instruction.

Inmates released under this scheme are those that have been accepted to undertake courses in a tertiary and relevant approved institution. Part of the agreement that forms the basis for approval are for family members to pay for all associated fees if a private student, or to provide copy of sponsorship letter if sponsored.

This is an opportunity for the inmate to renew their efforts, establish knowledge and utilize its precepts to become effective and productive citizens in the future.

For 2016/2017, our Annual Corporate Plan targets 10 inmates to be released for Education.

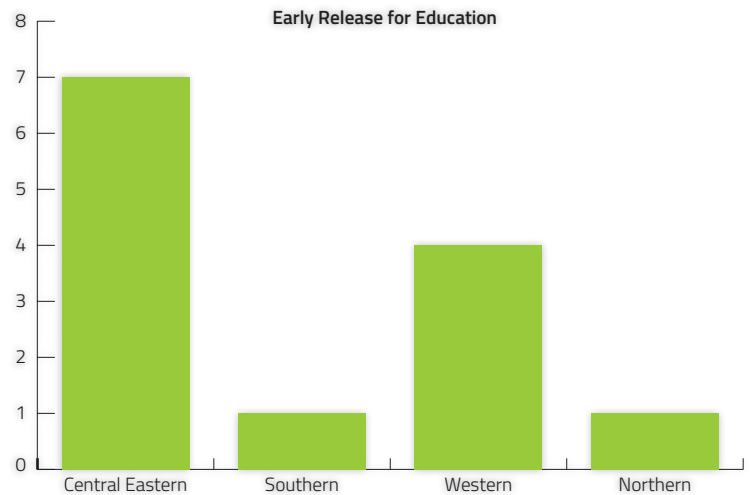
Table 19 sets out the number of inmates released for Education by Division:

Table 19: Inmates Early Release for Education by Division in 2016/2017

DIVISION	TARGET	ACHIEVED
Central Eastern	4	7
Southern	2	1
Western	3	4
Northern	1	1
TOTAL	10	13

Source: Fiji Corrections Service Database

Figure 15: Early Release for Education by Division:



Source: Fiji Corrections Service Database

Overall, we managed to achieve our target by releasing 13 inmates to further their studies at Tertiary Institutions, thus giving us a 100% performance on this strategy.

Community Work

Early release schemes aims to assist in the rehabilitation of prisoners and provides opportunities for prisoners to re-enter society through their performance of Community Work. They are released under the scheme to serve their community under the strict supervision of the Church, Community Leaders and Institutions. For 2016/2017, our Annual Corporate Plan targets 75 inmates to be released for Community Work.

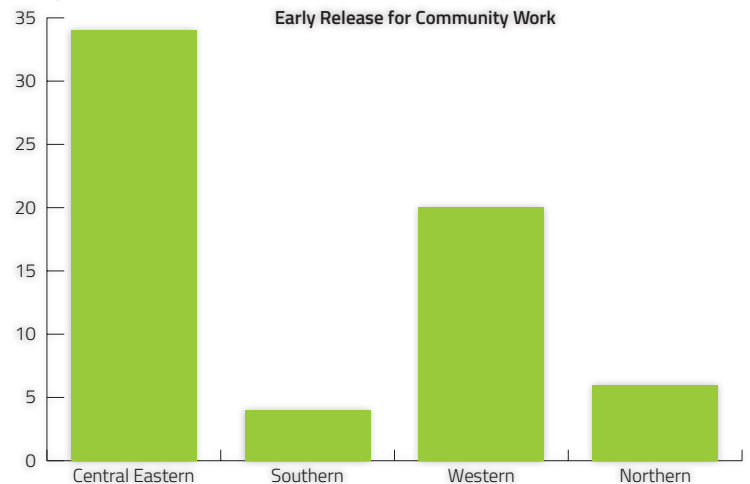
Set out in Table 23 is the number of inmates released on Community Work for the reported period.

Table 20: Inmates released on Community Work by Division in 2016/2017

DIVISION	TARGET	ACHIEVED
Central Eastern	30	34
Southern	10	4
Western	25	20
Northern	10	6
TOTAL	75	64

Source: Fiji Corrections Service Database

Figure 16: Early Release for Community Work by Division:



Source: Fiji Corrections Service Database

The number of inmates released for Community Work in 2016/2017 was 64 compared to 189 in 2015. The execution of our reviewed Rehabilitation Framework and the setting up of Rehabilitation structures in all the Division will have some impact on this strategy. These include the recruitment of Divisional Psychologists to assist in the proper assessment of inmates before they are qualified to be released. Our main aim is the safety and security of the community. The overall achievement was 85%.

Improved Rehabilitation

Short Term Release

Inmates are released into the care and supervision of traditional chiefs or community or family leaders for the purpose of helping them acclimatize to the new environment before they are released for good. This may also include being released to attend certain family activities or gatherings.

This helps them reconnect with family and friends.

Inmates are conditionally released to family members for a period of seven to 14 days.

For 2016/2017, our Annual Corporate Plan targets 30 inmates to be released on Short Term basis.

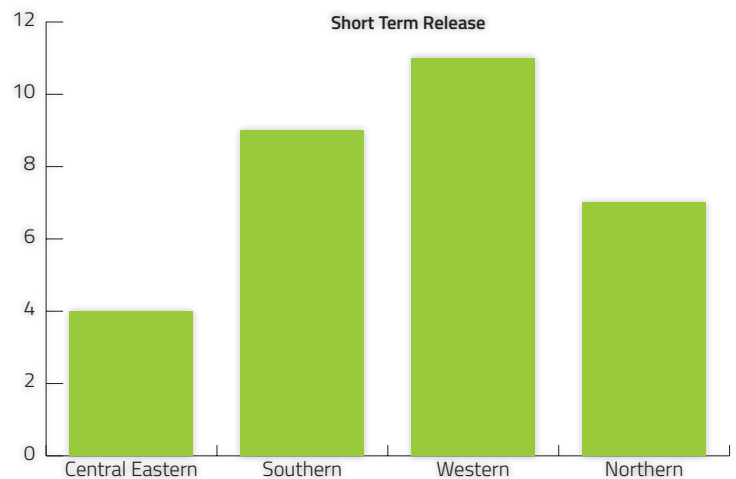
Set out in Table 24 is the short term release achievement by Division.

Table 21: Inmates Short Term Release by Division in 2016/2017

DIVISION	TARGET	ACHIEVED
Central Eastern	10	4
Southern	10	9
Western	5	11
Northern	5	7
TOTAL	30	31

Source: Fiji Corrections Service Database

Graph 17: Inmates Short Term Release achievement by Division:



Source: Fiji Corrections Service Database

The release of inmates on short term basis through the Solesolevaki programme impacted on the number achievement of this strategy. Inmates undergoing this program were given the opportunity to prepare themselves prior to their full release. There were 31 Short Term Releases approved during the year. Our overall performance in this strategy was 100%.

Weekend Release

Inmates released on weekends serve a similar purpose of other early releases, which is to continually foster stronger family bonds. One must never lose sight of the importance of family in the rehabilitation process.

This particular scheme is a pre-requisite to an inmate's eligibility for short term and community work. Inmates are conditionally released to close family members on Fridays at 1600h in the afternoon and must be brought back by his/her family members on Sundays before 1600h the same week.

For 2016/2017, our Annual Corporate Plan targets 160 inmates to be released for weekends only.

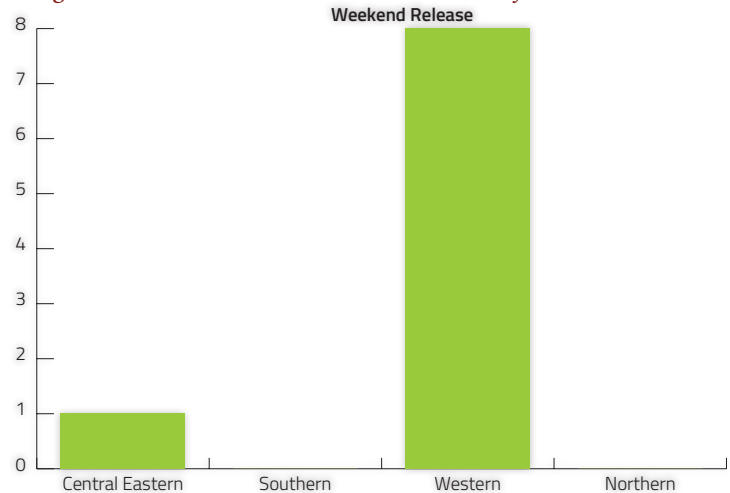
Set out in Table 25 are the number of inmates released on weekends by division for 2016/2017

Table 22: Inmates weekend release for 2016/2017

DIVISION	TARGET	ACHIEVED
Central Eastern	60	1
Southern	20	-
Western	60	8
Northern	20	-
TOTAL	160	9

Source: Fiji Corrections Service Database

Figure 18: Inmates weekend release achievement for 2016/2017



Source: Fiji Corrections Service Database

Of the targeted 160 inmates for Weekend Release, nine were achieved. We are focusing on their proper assessment to give us the surety that they will not return to prison once they are fully released.

Improved Rehabilitation

Job Placement

Job Placement is offered to eligible convicted inmates who are consistent and have successfully completed all phases of the rehabilitation framework. In-depth assessments are further made to determine the right candidate for job placement.

Job providers by way of agreement will coordinate with FCS on the condition of employment and necessary security arrangement. Inmates will be released to his/her employer in the morning to attend to work and back to the institution after work.

This is an opportunity for inmates to learn new talents, develop their skills and become productive when fully discharged. Inmates are paid with stipends as agreed between the employer and FCS.

The FCS wishes to express its deepest gratitude to all job providers who took time to be part of this noble profession, allowing an inmate a better chance to make a difference in his life, family and the community as a whole.

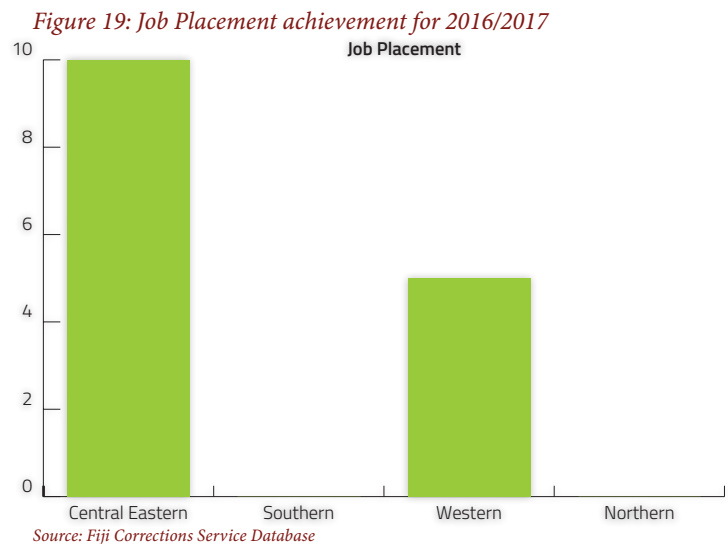
For 2016/2017, our Annual Corporate Plan targets 20 inmates to be offered Job Placement for employment opportunity after their release.

Set out in Table 29 is our achievement by Division for 2016/2017.

Table 23: Job Placement achievement for 2016/2017

DIVISION	TARGET	ACHIEVED
Central Eastern	10	10
Southern	3	0
Western	5	5
Northern	2	0
TOTAL	20	15

Source: Fiji Corrections Service Database



A total of 15 new job placements were secured for 2016/2017. Majority of them have been fully released and have secured their positions at their respective work places.

Poverty Alleviation Program

This is another avenue within the rehabilitation framework that inmates could conditionally have access to. A total of \$100,000 was allocated for the program. The program initially provides inmates who meet a certain criteria with a \$1,000 grant to start their own business of their choice upon discharge.

However, the PAP Policy was reviewed during the year:

- a. To set out the criteria and establish clear guidelines for inmates assessment to help qualify them for PAP assistance, keeping in mind the proper utilization of the fund;
- b. To enlarge the scope of assistance to offenders based on substantive evidence, analysis, assessments and feasibility studies on large scale commercial fishing and farming of offenders from our maritime islands;
- c. Incorporate businesses to become successful entrepreneurs after going through relevant rehabilitation and up skilling programs whilst in Correction Centres;
- d. Promotes sustainable livelihood for ex-offenders once they are released from Correctional Institutions and induce self-reliance and empower ex-offenders to become law abiding and responsible citizens of our Nation; and
- e. To contribute significantly to our aim in reducing the number of recidivists.

The grant was increased from \$1,000 to a maximum of \$5,000 depending on the nature of the project and the outcome of the feasibility studies conducted. This is to ensure that ex-offenders fully benefit from the scheme and the assistance provided successfully assists them in their small business.

A total of 60 inmates were targeted to receive this benefit in accordance to our ACP 2016/2017 target, however 11 were assisted.



ISPB dialogue in progress

Yellow Ribbon Project

Yellow Ribbon Project (YRP)

The Yellow Ribbon Program is a platform for educating the communities and the public on roles and responsibilities in regards to taking ownership of ex-offenders once they complete their sentences and return to their own communities.

It continues to be the flagship of the FCS rehabilitation drive for the successful reintegration of convicted prisoners back to their families, community and the Vanua. This flagship also aligning with FCS Approved Output three: [Effective Rehabilitation Services].

Table 24 sets out the allocated budget for YRP from 2015 and 2016/2017.

	2015	2016/2017
YRP BUDGET	200,000.00	200,000.00

Source: Fiji Corrections Service Database

Table 25: YRP comparative programme for 2015 and 2016/2017

	2015	2016/2017
YRP Launch/Symposium	4	1
Fun Run	4	2
Community Awareness	245	293

Source: Fiji Corrections Service Database



Linda, a volunteer facilitating the Blooming Inside Project Workshop.

The ACP 2016/2017 requires the FCS to conduct 250 Yellow Ribbon Awareness for the year.

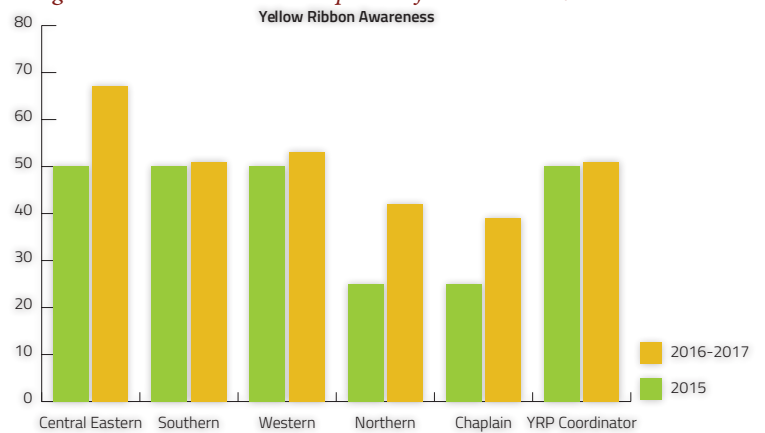
Sets out in Table 33 are our achievement by Division:

Table 26: YRP Awareness record for 2016/2017

DIVISION/UNIT	TARGET	ACHIEVED
CENTRAL EASTERN	50	67
SOUTHERN	50	51
WESTERN	50	53
NORTHERN	25	42
CHAPLAIN	25	39
YRP COORDINATOR	50	51
TOTAL	250	293

Source: Fiji Corrections Service Database

Figure 20: YRP Awareness comparison for 2015 - 2016/2017



Source: Fiji Corrections Service Database

We achieved 100% of the ACP 2016/2017 targets with an extra 53 awareness conducted in the year. An increase in number of awareness by 17% was recorded during the year compared to 2015 achievement.

Community Outreach Program

Whilst the impact of crime committed may continue to impinge on victims and the community, the FCS on the other hand continues to be vocal on the need for members of the public to change attitudes in order to remove the stigma associated with being incarcerated.

With the support of the Government, the FCS will continue to fulfill its mission of ensuring better lives for offenders after incarceration.

This can only be fully realized through genuine and sustainable community support and action.

Set out in Table 34 are the breakdown of locations and target groups visited during the year.

Table 27: YRP awareness programme by Target Group

TARGET GROUP	ACHIEVED
SCHOOL	25
CHURCH	27
VILLAGE	98
PROVINCE	18
DISTRICT	22
SETTLEMENT	17
SUBURB	78
FUNCTIONS / ACTIVITIES	8
TOTAL	293

Source: Fiji Corrections Service Database

Out of the 293 Community Awareness programs conducted, 25 were carried out in major schools. Awareness programs were also conducted in villages in Serua/Namosi prior to the commencement of a symposium.

Similar events were also held in villages from Naitasiri, Tailevu, Nadroga, Navosa, and Ra including those in Vanua Levu particularly during handing over of inmates upon their discharge.

In line with the YRP's objective of rehabilitation, a new YRP project called 'Operation Sow a Seed' was launched. The yearly organized YRP walk-through Suva area coincided with launching of this new project.

This program aims to help imprisoned youths and 1st time offenders between the ages of 17 – 25 years of age through mentoring.

The walk was successful as more than 400 supporters of all ages, came out to support the YRP Walk and launch the 'Sow a Seed Program'.

CARE Network

We have taken another proactive measure in our Yellow Ribbon Project campaign aimed towards the successful re-integration of ex-offenders back into society, with the implementation of the CARE Network.

The Community Awareness and Rehabilitation of Ex-offenders (CARE) Network program is now being piloted in Serua and Namosi in the form of symposium with the formation of a committee to improve the effectiveness of ex-offenders' rehabilitation in the community.

Its main target is to have a concerted and coordinated approach towards supporting rehabilitation and reintegration of ex-offenders back into society. It also ensures that the CARE Network is initiated from day one of when an offender is incarcerated until the day of their release.



Participants of the Serua - Namosi CARE Network Symposium



Improved Infrastructure



Improved Infrastructure

General

The main FCS Project Unit is responsible for the implementations of its Infrastructure Development Plan through effective Project Management. These involve conceptualization of design, documentations (drawing and estimates), tender and contract, documentations, construction management, reporting and monitoring in accordance with the Fiji Standard Form of Building Contract, Drawing and Specifications.

All capital projects earmarked for each year are part of the FCS Infrastructure Development Plan through public sector investment in infrastructure and the Commissioners yearly Intent.

FCS managed to utilize 85% of its capital projects budget in 2015 compared to 68% in 2014.

Table 28: 2016/2017 List of Projects.

#	PROJECT	BUDGET	CONTRACT COST	REMARKS
1	Lautoka Remand Centre	\$1.34M	1,086M	100% completed
2	Lautoka Kitchen and dining		244,904.67	100% completed
3	Lautoka SWD, 1x6 Staff Quarters and Training Block (GDR Construction)	\$2.73M	\$2.73M	100% completed
4	Upgrading and Alterations of Lautoka Segregation and Logistic Office & Stores	\$267,500	\$267,500	100% completed
5	Maintenance of Institutional Buildings – Medium Correction Centre	\$500,000	\$495,700	100% completed on 23/12/16
6	Maintenance of Staff Quarters, Lautoka Staff Quarters, Suva Qrts 18, 19, Labasa Qrts 49	\$500,000	\$383,874.57 \$182,570.00 and \$48,087	100% completed
7	Staff Quarters: OC PRC, OC Medium, COMDT, TPT Shed Naboro, Brick Duplex, Timber Duplex, Ltka Quarters 448	\$500,000		100% completed
8	Construction of Lautoka K9 Unit facility EARTHWORKS (Shankar and Sons Transport & Digging Works)	\$474,000	\$135,959	100% Completed on 26/12/16
9	Construction of Lautoka K9 Unit facility – Office, accommodation and Kennel		\$322,639.94	100% completed
10	Naboro Road Upgrading and Maintenance	\$500,000		Not Utilised
11	Construction of Transport Shed: Nasinu, Ba and Lautoka	\$100,000	\$95,000	100% completed
12	Lautoka Women's Correction Centre-Administration Building, OC's Qrts (GDR Construction)	\$1.35M	\$844,205	100% completed
13	Lautoka Women's security fence (FCS Engineer)	\$344,166.75	\$344,166.75	100% completed
14	Ba Proposed Kitchen and Dining	\$791,000	\$674,632.07	100% completed
15	Electrical upgrading : Suva HQ, Suva CC and Staff Compound	\$150,000	\$139,150	100% completed
16	Institutional boundary fence – Nasinu CC	\$470,000	\$292K	100% completed
17	Civil Works – Medium CC Land slip	\$20,000	\$14K	100% completed

Source: Fiji Corrections Service Database

Improved Infrastructure



Lautoka Remand Block 2



Lautoka Remand Block 2



1 x 6 Staff Quarters, Lautoka



SWD Administration Office



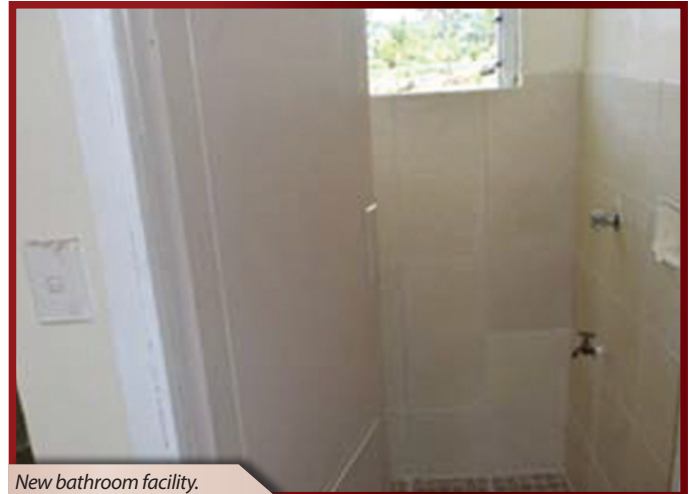
Training Block construction



SWD Administration Office



OC Medium Qrts maintenance



New bathroom facility.



Lautoka Dining



Transport Shed, Naboro



K9 Unit accommodation and Office



K9 Unit accommodation and Office

Improved Infrastructure



Logistic Office and Stores



Alteration of Lautoka Segregation



Proposed Ba kitchen Dining and Laundry



Proposed Ba kitchen Dining and Laundry



K9 Unit accommodation and Office



Lautoka fencing



Improved Corrections Enterprise



Improved Corrections Enterprise

General

The FCS under the New Correction Act 2006 established the Correction Enterprise, as a scheme aimed at providing inmates with relevant skills through vocational training to enhance their opportunity to find work after being discharged.

A sum of \$103,384.56 was remitted back to the Ministry of Finance in 2015 in comparison to \$300,000 in 2016/2017.

TMA Revenue

There has been a reduction in total revenue recorded from Business units sales by 32% in 2016/2017 compared to 2015 total sales.

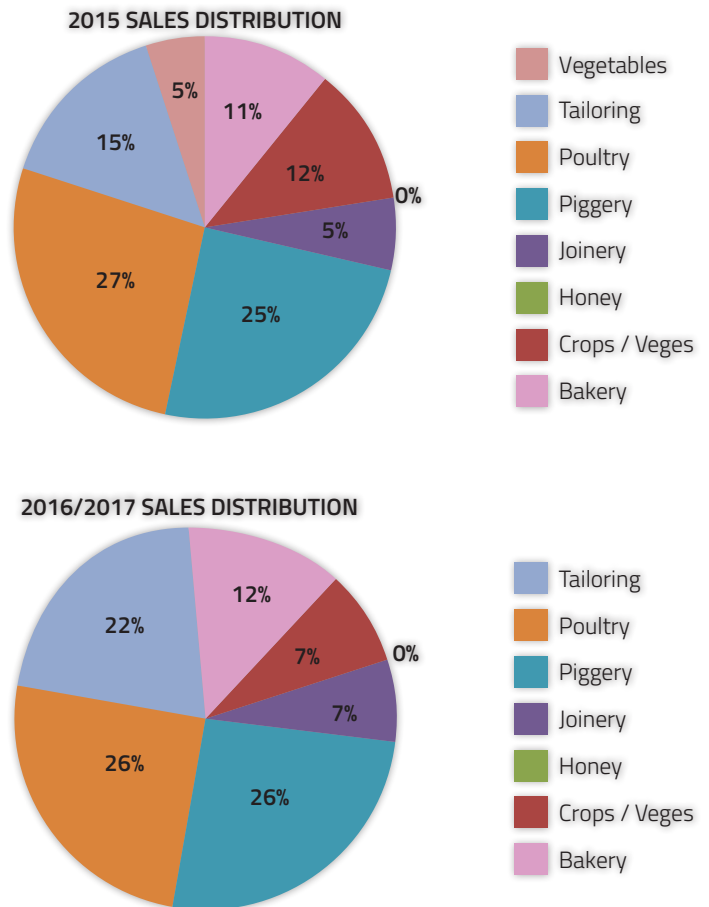
Set out in Table 34 the total revenue collected from each business units in 2016/2017

Table 29: TMA Revenue comparison for 2015 - 2016/2017.

Revenue Comparison for 2015 - 2016 - 2017				
	2015	2015 Sales Distribution %	2016/2017	2016/2017 Sales Distribution %
Bakery	\$272,785.99	11	\$200,642.11	12
Crops/Veg	\$291,777.86	12	\$124,059.91	8
Honey	\$435.00	0	0	0
Joinery	\$136,018.51	6	\$112,247.00	7
Piggery	\$608,148.40	25	\$442,028.34	26
Poultry	\$668,908.77	27	\$431,003.40	25
Garment	\$369,064.07	15	\$366,527.19	22
Vegetables	\$115,569.19	5	0	0
TOTAL	\$2,462,707.79	100%	\$1,676,507.95	100%

Source: Fiji Corrections Service Database

Figure 21: Graphically represents sales comparison 2015 – 2016/2017



Source: Fiji Corrections Service Database



Vegetable farm in Naboro



Display of Garment



Inmates working at the Garment factory



Inmates working at the Garment factory



Inmate harvesting long beans



Inmate harvesting dalo

Improved Corrections Enterprise

Cane Cutting Revenue

The FCS has been continually involved in sugar cane cutting since 2013. A total of 180 inmates from Ba, Lautoka and Labasa Correctional Centres took part in cane cutting in 2017. A total of 10,674.78 tonnes were harvested, which amounted to \$213,820.45 as gross revenue. These are paid at an agreed price of \$17.00-\$19.00 per tonne. The proceeds after deductions are evenly distributed, at 60% to participating inmates, whilst 40% are deposited back into the FCS TMA account. This amount will assist them on a small scale to start a better life when they are released back into their individual communities.

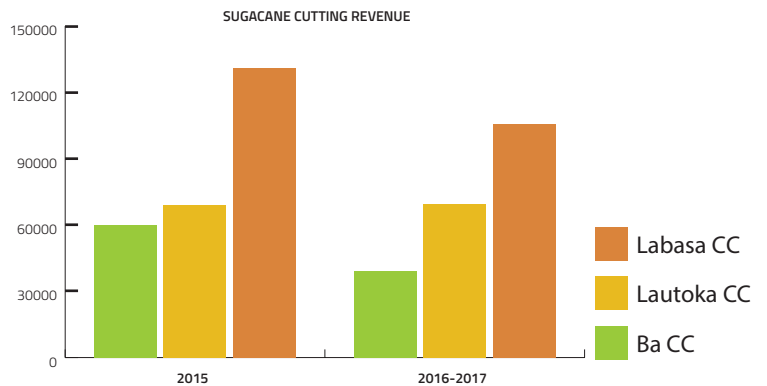
Set out in the table is the summary of the cane cutting revenue comparison for 2015 - 2016/2017.

Table 30: Cane Cutting Revenue comparison for 2015 - 2016/2017.

Cane Cutting Revenue Comparison for 2015 - 2016/2017		
Institutions	2015 Revenue	2016/2017 Revenue
BA CC	\$59,909.08.99	\$39,066.50
LAUTOKA CC	\$69,054.05	\$69,344.61
LABASA CC	\$130,753.35	105,409.34
TOTAL	\$259,716.48.79	\$213,820.45

Source: Fiji Corrections Service Database

Figure 22: Graphically represents the Cane Cutting Revenue comparison for 2015 - 2016/2017



Source: Fiji Corrections Service Database



Inmates on a break while harvesting cane in Rakiraki



Inmates loading cane onto truck



Improved Corporate Services



Improved Corporate Services

General

The Corporate Service Unit for the FCS is directly responsible for the overall Finance, Logistics, Administrative, Health and well-being for all staff. It is also responsible for recruitment and selection of individual who wish to join the FCS. During the year, we processed a total of 45 resignations, 49 terminations and seven retirements. Two serving members of the organisation passed away during the year due to natural death.

Staff Establishment

Table 31: Authorized Staff Establishment 2015 – 2016/2017

AUTHORISED STAFF ESTABLISHMENT		
	2015	2016/2017
ESTABLISHMENT	863	963

Source: Fiji Corrections Service Database

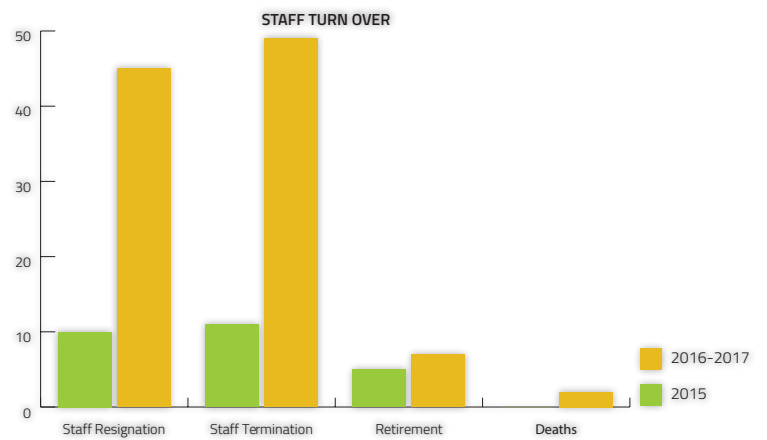
Table 32: Authorized Staff Establishment 2015 – 2016/2017

STAFF TURN OVER 2015 – 2016/2017		
	2015	2016/2017
Staff Resignation	10	45
Staff Termination	11	49
Retirement	5	7
Deaths	0	2
TOTAL	26	103

Source: Fiji Corrections Service Database

Overall, there has been an increase in rate of staff turnover during the year of 103 compared to 26 in 2015, an increase by 29.6% compared.

Figure 23: Graphical representation of staff turnover for 2015 – 2016/2017



Source: Fiji Corrections Service Database

Staff Discipline

A total of 1218 officers of all ranks were disciplined in 2016/2017 compared to 150 in 2015. This is an increase of 1068 officers committing offence against discipline.

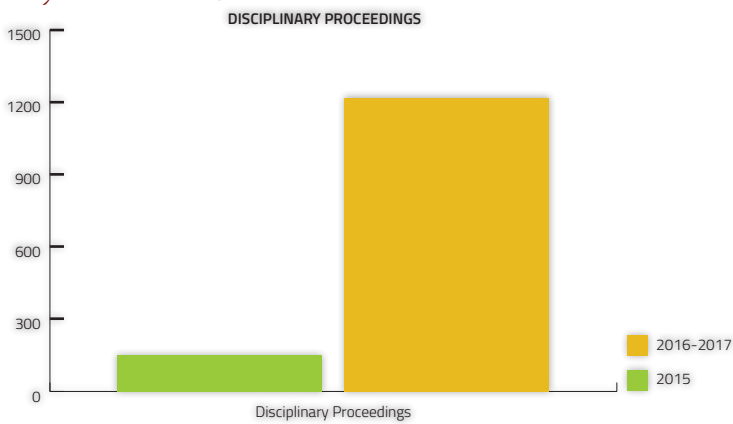
Set out in Table 32 is the staff disciplinary comparison for 2015 to 2016/2017.

Table 33: Disciplinary proceeding comparative 2015 – 2016/2017

	2015	2016/2017
DISCIPLINARY PROCEEDINGS	150	1218

Source: Fiji Corrections Service Database

Figure 24: Graphical representation of Disciplinary proceedings from the year 2015 to 2016/2017



Source: Fiji Corrections Service Database

Improved Corporate Services

Training and Development

A team headed by selected senior officers attended the 17th International Correction and Prison Conference held in Melbourne, Australia. They later proceeded to Brisbane for a study tour where they were able to secure an agreement on staff attachment, courses and exchange programs between the two jurisdictions. These include leadership training, dog training and other special skills.

Other seminars and conferences attended by selected officers are the 17th Asian Pacific Conference for Correction Administrators held in Bangkok, Thailand on 22 - 27 November and 14th Second Asian Seminar held in Malaysia from 27 - 29 April, 2015 respectively.

FCS benefited from the insights gathered mostly on managing risk in a contemporary corrections system, infrastructure design, modern security equipment's and the use of technology for the effective rehabilitation of inmates.

Seven (07) Officers also attended a 5 weeks Chinese Language Course at USP, where they were able to learn basic Chinese language. The knowledge that they acquire will be useful taking into consideration the number of Chinese inmates in our care.

Overall, a total of 13 senior and junior officers attended overseas conferences, surpassing the targeted number of 5 of Output 5 in our ACP. Three hundred and twenty four (324) officers also attended other local promotional and development courses, surpassing targeted number of 20 in our ACP.

A total of 93 women Correction Officers attended development and promotional courses, with 04 attending overseas workshop and conferences, aligning its implementation to the RDSSED; Outcome 6 of Gender Equality.

Set out in Table 38 are internal courses offered at the Correction Academy

Table 34: Commissioner's Courses for 2016/2017

#	COURSES	NUMBER
1	Review of FCS Legislations	47
2	Orderly Process	43
3	Leadership Forum	76
4	Budget Workshop	51

Source: Fiji Corrections Service Database

Table 35: International Courses & Conferences

Course/ Workshop Conference	Name of Officers	Positions	Date	Country
36th Asia Pacific Conference of Corrections Administration (APCCA)	Cmdr Francis B KEAN	Commissioner of Corrections	19-23 September, 2016	Tianjin, China
	Supt. S. PANAPASA	Asst. Commissioner		
	ASC Jone BIU	Supervisor HQ		
	PCO Hendrik De WATCHTER	Personal Staff Officer (COMCOR)		
International Corrections Prison Association (ICPA)	Supt. S. PANAPASA	Asst. Commissioner	26-30 October, 2016	Bucharest, Romania
	PCO Hendrik De WATCHTER	Personal Staff Officer (COMCOR)		
Evolutions of Corrections Conference 2017	Cmdr Francis B KEAN	Commissioner of Corrections	17 - 21 July, 2017	Hong Kong Corrections Department
	ASC Josua Rokodausiga TALEMAISOLOMONI	Commandant		
	CCO Diana MARAMANIKAINASAU	Staff Officer Rehabilitation		
	Ms Varanise RATUKONADI	Divisional Psychologist		
Human Development Training	COB Viliame SIGANI	ISM Labasa Corrections Centre	01 - 22 August, 2017	Malaysia
4th Asia Pacific Regional Correctional Managers Conference	CCO Sevuloni NAUCUKIDI	Supervisor Northern Division	15 - 19 May 2017	Dhaka, Bangladesh
Visit Queensland Corrective Services Training Academy	Cmdr Francis B KEAN	Commissioner of Corrections	12- 15 June 2017	Queensland, Australia
	ASC Josua Rokodausiga TALEMAISOLOMONI	Commandant		
	ASC Tui SALADOKA	Supervisor Southern Division		

Source: Fiji Corrections Service Database



*Audited Financial Statement
for the year ended 31 July 2017*

Business Chart



Audited Financial Statement for the Year Ended 31st J

OFFICE OF THE AUDITOR GENERAL

Excellence in Public Sector Auditing



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File: 576

04 September 2018

The Honourable Aiyaz Sayed-Khaiyum
Minister for Justices
Level 7 Suvavou House
SUVA

Dear Honourable Sayed-Khaiyum

FIJI CORRECTIONS SERVICE
AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2017

The audited financial statements for Fiji Corrections Service for the year ended 31 July 2017 together with my audit report on them are enclosed.

Particulars of the errors and omission arising from the audit have been forwarded to the management of Fiji Corrections Service for necessary action.

Yours sincerely

Ajay Nand
AUDITOR-GENERAL

**FIJI CORRECTIONS SERVICE
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2017**

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Audited Financial Statement for the Year Ended 31st J

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INDEPENDENT AUDITOR'S REPORT

FIJI CORRECTIONS SERVICE

I have audited the financial statements of the Fiji Corrections Service which comprise the Statement of Receipts and Expenditure, Appropriation Statement, Statement of Losses, Trust Fund Account Statement of Receipts and Payments, Consolidated TMA Manufacturing Account, Consolidated TMA Trading Account, Consolidated TMA Profit and Loss Statement and Consolidated TMA Balance Sheet.

In my opinion, the accompanying financial statements are prepared, in all material respects, in accordance with the Financial Management Act, Finance Instructions 2010 and the Finance (Amendment) Instructions 2016.

Basis for Opinion

I have conducted my audit in accordance with International Standards on Auditing (ISA). My responsibilities under those standards are described in the *Auditor's Responsibilities* paragraph of my report. I am independent of the Fiji Corrections Service in accordance with the ethical requirements that are relevant to my audit of the financial statements in Fiji and I have fulfilled my other responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Management's Responsibilities for the Financial Statements

The management of the Fiji Corrections Service are responsible for the preparation of the financial statements in accordance with the Financial Management Act, Finance Instructions 2010 and Finance (Amendment) Instructions 2016, and for such internal control as the management determine is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibilities

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISA will always detect a material misstatement when it exists. Misstatements can arise from fraud and error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

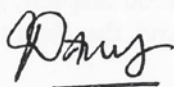
st July 2017

Auditor's Responsibilities (continued)

As part of an audit in accordance with ISA, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Fiji Corrections Service internal control.
- Evaluate the appropriateness of accounting policies used and related disclosures made by the Fiji Corrections Service.

I communicate with the Fiji Corrections Service regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Ajay Nand
AUDITOR-GENERAL



Suva, Fiji
04 September 2018

Audited Financial Statement for the Year Ended 31st July 2017

FIJI CORRECTIONS SERVICE

MANAGEMENT CERTIFICATE FOR THE YEAR ENDED 31 JULY 2017

We certify that these financial statements:

- (a) fairly reflect the financial operations and performance of the Fiji Corrections Service for the year ended 31 July 2017; and
- (b) have been prepared in accordance with the requirements of the Financial Management Act, Finance Instructions 2010 and Finance (Amendment) Instructions 2016.



Commander Francis Kean
Commissioner of Corrections Service

Date: 27/8/18



Ms. Helen Koi
Senior Accounts Officer

Date: 31/8/2018

FIJI CORRECTIONS SERVICE

**STATEMENT OF RECEIPTS AND EXPENDITURE
FOR THE YEAR ENDED 31 JULY 2017**

	Note	12 months 2017 (\$)	7 months 2016 (\$)
RECEIPTS			
State Revenue			
Burial Fees		60,142	59,955
Miscellaneous Fee		4,637	3,121
Total State Revenue		64,779	63,076
Agency Revenue			
Commission		1,604	457
Total Agency Revenue		1,604	457
TOTAL RECEIPTS		66,383	63,533
EXPENDITURE			
Established Staff		18,275,010	11,205,824
Government Wage Earners		31,721	20,361
Travel & Communication		473,504	261,005
Maintenance & Operations		1,890,104	1,291,048
Purchase of Goods & Services		4,349,534	2,047,053
Operating Grants and Transfers		9,623	4,821
Special Expenditure		359,071	125,256
Total Operating Expenditure		25,388,567	14,955,368
Capital Construction		6,844,787	1,275,618
Capital Purchase		364,890	157,521
Total Capital Expenditure		7,209,677	1,433,139
Value Added Tax		1,374,477	472,946
TOTAL EXPENDITURE	3	33,972,721	16,861,453

Audited Financial Statement for the Year Ended 31st Ju

FIJI CORRECTIONS SERVICE

APPROPRIATION STATEMENT FOR THE YEAR ENDED 31 JULY 2017

SEG	Item	Budget Estimate	Appropriation Changes	Revised Estimate	Actual Expenditure	Carry Over	Lapsed Appropriation (a-b)
		(\$)	Note 4 (\$)	a (\$)	b (\$)	(\$)	Note 5 (\$)
1	Established Staff	22,824,859	(1,288,000)	21,536,859	18,275,010	--	3,261,849
2	Government Wage Earners	34,656	--	34,656	31,721	--	2,935
3	Travel and Communications	490,670	--	490,670	473,504	--	17,166
4	Maintenance & Operations	1,873,000	138,000	2,011,000	1,890,104	--	120,896
5	Purchase of Goods and Services	3,476,232	1,050,000	4,526,232	4,349,534	--	176,698
6	Operating Grants and Transfers	46,260	--	46,260	9,623	--	36,637
7	Special Expenditures	605,650	--	605,650	359,071	--	246,579
	Total Operating Expenditure	29,351,327	(100,000)	29,251,327	25,388,567	--	3,862,760
	Capital Expenditure						
8	Capital Construction	9,775,700	--	9,775,700	6,844,787	--	2,930,913
9	Capital Purchases	370,000	--	370,000	364,890	--	5,110
	Total Capital Expenditure	10,145,700	--	10,145,700	7,209,677	--	2,936,023
13	Value Added Tax	1,493,200	100,000	1,593,200	1,374,477	--	218,723
	TOTAL EXPENDITURE	40,990,227	--	40,990,227	33,972,721	--	7,017,506

FIJI CORRECTIONS SERVICE

**STATEMENT OF LOSSES
FOR THE YEAR ENDED 31 JULY 2017**

Loss of Money

There was no loss of money recorded for the year ended 31 July 2017.

Loss of Revenue

There was no loss of revenue recorded for the year ended 31 July 2017.

Loss (other than money)

There was no reported loss (other than money) recorded for the year ended 31 July 2017. However, following the Department's Board of Survey Institutional Furniture and Equipment worth \$110,779 was approved by the Ministry of Economy to be written off.

Audited Financial Statement for the Year Ended 31st July

FIJI CORRECTIONS SERVICE

PRISONERS CASH TRUST FUND - STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 JULY 2017

	Note	12 months 2017 (\$)	7 months 2016 (\$)
RECEIPTS			
Receipts		389,987	26,730
Total Receipts		389,987	26,730
PAYMENTS			
Payments		169,024	43,759
Total Payments		169,024	43,759
Net Surplus / (Deficit)		220,963	(17,029)
Balance as at 1 August		440,360	457,389
Closing Balance as at 31 July 2017	6	661,323	440,360

FIJI CORRECTIONS SERVICE

CONSOLIDATED TMA - MANUFACTURING ACCOUNT
FOR THE YEAR ENDED 31 JULY 2017

	Note	12 months 2017 (\$)	7 months 2016 (\$)
Opening Raw Materials		142,969	150,988
<i>Add:</i> Purchases		1,066,375	872,459
		<u>1,209,344</u>	<u>1,023,447</u>
<i>Less:</i> Closing Raw materials		44,019	142,969
Raw Materials Used		<u>1,165,325</u>	<u>880,478</u>
<i>Add:</i> Opening Work In Progress		108,721	58,031
<i>Add:</i> Direct Cost - Labour		37,153	10,905
<i>Less:</i> Closing Work in Progress		95,424	108,721
Cost of Manufactured Goods Transferred to Trading Account		<u>1,215,775</u>	<u>840,693</u>

(Manufacturing Account for each business units refer note 7)

Audited Financial Statement for the Year Ended 31st Ju

FIJI CORRECTIONS SERVICE

CONSOLIDATED TMA - TRADING ACCOUNT FOR THE YEAR ENDED 31 JULY 2017

	Note	12 months 2017 (\$)	7 months 2016 (\$)
Sales		2,033,087	1,508,348
Total Sales		<u>2,033,087</u>	<u>1,508,348</u>
Opening Stock		396,308	459,387
<i>Add: Cost of Manufactured Goods transferred from Manufacturing Account</i>		1,215,775	840,693
<i>Less: Closing Stock of Finished Goods</i>		354,541	396,308
Cost of Goods Sold		<u>1,257,542</u>	<u>903,772</u>
Gross Profit transferred to Profit & Loss Account		<u>775,545</u>	<u>604,576</u>

(Trading Account for each business units refer note 7)

FIJI CORRECTIONS SERVICE

CONSOLIDATED TMA - PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 31 JULY 2017

	12 Months 2017 (\$)	7 Months 2016 (\$)
INCOME		
Gross Profit transferred from Trading Account	775,545	604,576
Total Income	775,545	604,576
EXPENDITURE		
Maintenance and Operations	253,379	169,008
Total Payments	253,379	169,008
Net Profit	522,166	435,568

(Profit and Loss Account for each business units refer note 7)

Audited Financial Statement for the Year Ended 31st J

FIJI CORRECTIONS SERVICE

CONSOLIDATED TMA - BALANCE SHEET AS AT 31 JULY 2017

	12 Months 2017 (\$)	7 Months 2016 (\$)
CURRENT ASSET		
Cash at Bank	753,527	639,420
Debtors	218,558	241,118
Raw Materials	44,019	142,969
Works in Progress	95,424	108,721
Finished Goods	354,541	396,308
VAT Receivable	13,390	2,303
Total Assets	<u>1,479,459</u>	<u>1,530,839</u>
NET ASSETS	<u>1,479,459</u>	<u>1,530,839</u>
EQUITY		
TMA Surplus transferred to Consolidated Fund	6,896	122,883
TMA Accumulated Surplus	950,397	972,388
Net Profit	522,166	435,568
NET EQUITY	<u>1,479,459</u>	<u>1,530,839</u>

FIJI CORRECTIONS SERVICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2017**

NOTE 1: REPORTING ENTITY

The Fiji Corrections Service is responsible for the safe, secure and humane treatment of persons in custody by providing opportunities to correct offending behaviour, develop work and life skills and perform community service. Under the framework of the Fiji Corrections Act 2006, the Fiji Corrections Service works towards enhancing the quality of custodial responsibilities, improve inmate rehabilitation programmes, developing human resources, effective use of resources and modernising the service.

The Fiji Correction Service, like any other corrections jurisdiction in the Pacific region and abroad is a key component within the Government administration of criminal justice and is responsible for the custody of those persons referred to it by the courts. The Fiji Corrections Service has performed this role within the framework of the Constitution of Republic of Fiji 2013, the new Corrections Act 2006 and within International norms and conventions in particular the United Nations Minimum Standard Rules for Treatment of Offenders.

NOTE 2: STATEMENT OF ACCOUNTING POLICIES

(a) Basis of Accounting / Presentation

In accordance with Government accounting policies, the financial statements of the Fiji Corrections Service is prepared under the cash basis of accounting. All payments related to purchases of fixed assets have been expensed.

The financial statements are presented in accordance with the Financial Management Act and the requirements of Section 71 (1) of the Finance Instruction 2010. The preparation and presentation of a Statement of Assets and Liabilities is not required under the current Government policies, except for that of the Trading and Manufacturing Accounts.

(b) Revenue Recognition

Revenue is recognised when cash is actually received by the Department.

(c) Accounting for Value Added Tax (VAT)

All income and expenses are VAT exclusive. The Fiji Corrections Service on a monthly basis takes out VAT output on total money received for expenditure from Ministry of Economy. VAT input on the other hand is claimed on payments made to the suppliers and the sub-contractors for expenses incurred.

The VAT payment as per the Statement of Receipts and Expenditures relates to VAT input claimed on payments made to the suppliers and sub-contractors for expenses incurred and VAT payments to Fiji Revenue and Customs Services (FRCS). Actual amount paid to FRCS during the year represents the difference between VAT Output and VAT Input.

Audited Financial Statement for the Year Ended 31st July 2017

FIJI CORRECTIONS SERVICE

NOTES TO THE FINANCIAL STATEMENTS (continued...) FOR THE YEAR ENDED 31 JULY 2017

NOTE 2: STATEMENT OF ACCOUNTING POLICIES (continued)

(d) Comparative Figures

The Department changed its reporting period from 1 August to 31 July as per the Ministry of Economy circular number 04/16 due to a change in the whole of government reporting period.

Hence, the 2016 financial period is for 7 months effective from 1 January 2016 to 31 July 2016 to 31 July 2016. In comparison, the 2017 financial reporting period is for 12 months effective from 1 August 2016 to 31 July 2017. This was provided for in the Financial Management (Amendment) Act 2016.

NOTE 3: SIGNIFICANT VARIATIONS

The financial year end for Government was changed from 31 December to 31 July in accordance with the Financial Management (Amendment) Act 2016. The financial statements for the year ended 2017 is for a 12-month whereas the financial period for 2016 reflect transactions for a seven-month period, thus the significant variances with the comparative balances are noted.

NOTE 4: APPROPRIATION MOVEMENTS

There was no redeployment of the Department's funds during the year. Other movements were made through virements as follows:

Virement No.	From	To	Amount (\$)	Approved By
DV 1504	SEG 1	SEG 4	30,000	Commissioner of Corrections
DV 1505	SEG 1	SEG 4	8,000	Commissioner of Corrections
DV 1506	SEG 1	SEG 4	60,000	Commissioner of Corrections
DV 1507	SEG 1	SEG 5	450,000	Commissioner of Corrections
DV 1508	SEG 1	SEG 5	400,000	Commissioner of Corrections
DV 1509	SEG 1	SEG 5	200,000	Commissioner of Corrections
DV1510	SEG 1	SEG 4	40,000	Commissioner of Corrections
V15001	SEG 1	SEG 13	100,000	Minister of Economy
V15002	SEG 1	SEG 1	193,506	PS- Ministry of Economy

NOTE 5: SIGNIFICANT APPROPRIATION SAVINGS

The Department incurred significant savings in Operating Grants and Transfers, Special Expenditure, Capital Construction and Established Staff of \$36,637 or 79%, \$246,579 or 41%, \$2,930,913 or 30% and \$3,261,849 or 15% respectively. This was mainly due to payment from Operating Grant and Transfers depending on discharge of inmates and the low number released attributed to the savings.

For Special Expenditure the savings was due to reduction in self-help projects, businesses and rehabilitation programs provided to sustain inmates when integrating into the community.

FIJI CORRECTIONS SERVICE

**NOTES TO THE FINANCIAL STATEMENTS (continued...)
FOR THE YEAR ENDED 31 JULY 2017**

NOTE 5: SIGNIFICANT APPROPRIATION SAVINGS (continued)

The savings in Capital Construction resulted from the delay caused by vetting of contracts from SGs Office, tender process for approval, bond payment from contractors and drawing amendment approval from GTB or FPO for change of scope and cost.

The significant savings in Established Staff resulted from various vacant posts arising which will be recruited in the next accounting period.

NOTE 6: PRISONERS TRUST FUND ACCOUNT

The Fiji Corrections Service maintains a Prisoners Cash Trust Fund Account.

Money held in trust consist of confiscated cash from prisoners upon convictions, engagement in the Trading and Manufacturing Small Business Units (TMA SBUs), engagement in the art gallery and commercial wage job placements. For the TMA SBUs, the wage rate depends on the job cost, skill of the prisoner and years of experience in the trade. The more skilful the prisoner the more the wage rate charged. For commercial wage job placements, the wage rate depends on the rate offered by the company. For the art gallery, 60% of sale goes to the prisoner while 40% is used to purchase gallery items. The hours worked by the Prisoners are recorded in the timesheets and receipted when deposited into the Prisoners Trust Account.

Any pay out for prisoners upon discharge is taken out from this same Trust Account upon producing receipts. Pay outs are based on actual cash earned by the prisoners during incarceration. If there are discipline issues during incarceration these are accounted for when making payments to prisoners during release but upon Commissioner's discretion. All payments are supported by receipts and approved by the Commissioner before being paid.

NOTE 7: FIJI CORRECTION SERVICE TRADING & MANUFACTURING ACCOUNT

The Fiji Corrections Service operates the Trading and Manufacturing Account (TMA) and is guided by its legal mandate to operate its Commercial Enterprises Unit as stipulated under the Fiji Corrections Act 2006 under Part 10 Clause 45 (a) to (d).

The Department's TMA consists of six Small Business Units (SBUs) namely the Bakery, Joinery, Piggery, Poultry, Tailor and Crops. The summary of the activities are presented in a consolidated form as there is only one bank account for all the SBUs.

The operation of these TMA helps in the rehabilitative work programs with key objective of teaching and developing inmates with basic industrial and agricultural skills. The TMA also generates much needed revenue through the sale of agricultural products, joinery, tailor and bakery materials.

The activities for the TMA are as follows:

Audited Financial Statement for the Year Ended 31st Ju

FIJI CORRECTIONS SERVICE

NOTES TO THE FINANCIAL STATEMENTS (continued...) FOR THE YEAR ENDED 31 JULY 2017

NOTE 7: FIJI CORRECTION SERVICE TRADING & MANUFACTURING ACCOUNT (continued)

Bakery

The Bakery Unit is responsible for baking long loaves and slice bread. Bakery unit is located within the Maximum Correction facility. This is the only product currently produced at the bakery. The production is to cater for the demand from the corrections institution and two main external customers which are the Fiji Military Forces and Fiji Navy. It also includes supply for special events like the Hibiscus Festival and Show Case when need arises.

Crops

This business unit does farming of crops and vegetables such as ginger, cassava, dalo and many other products according to seasons. The produce are mostly used to cater for institutional needs and also for sale to local buyers.

Joinery

The joinery team comprises of inmates who are involved with the construction of furniture items for institutional and commercial use. The furniture items include construction of tables, desks, chairs, coffin boxes and wardrobes.

Piggery

This business unit is responsible for breeding pigs and supplying pig meat to buyers along the Navua to Nausori corridor. The unit breeds pigs from weaner to baconer. Although it's not part of the major supplies of pig meat in Fiji, the unit is aiming to improve its breeding numbers.

Poultry

This business unit is responsible for breeding live chickens for supply of fresh eggs which are then retailed in the local market. The eggs produced are of high quality with affordable prices compared to other suppliers of fresh eggs and is mostly bought by households and businesses around the greater Suva area. Additionally the unit also sells live chicken.

Tailor

The tailor unit is responsible for making garments such as school uniforms, beddings, government uniforms, health workers uniforms/coats and many more. Garments are mostly bought by clothing retail shops around Fiji. The unit also specializes in custom made designs and modifies the designs according to customer needs.

The details of the consolidated TMA balances are as follows:

FIJI CORRECTIONS SERVICE

NOTES TO THE FINANCIAL STATEMENTS (continued...)
FOR THE YEAR ENDED 31 JULY 2017NOTE 7: FIJI CORRECTION SERVICE TRADING & MANUFACTURING ACCOUNT
(continued)(i) Manufacturing Account

	Small Business Units						Consolidated
	Bakery	Crops	Joinery	Piggery	Poultry	Tailoring	
Raw Materials (opening)	28,575	-	12,179	-	-	102,215	142,969
Add: Purchases	227,537	28,903	117,902	219,066	337,899	135,068	1,066,375
	256,112	28,903	130,081	219,066	337,899	237,282	1,209,344
Less: Raw Materials (closing)	31,724	-	12,295	-	-	-	44,019
Raw Materials Used	224,388	28,903	117,786	219,066	337,899	237,282	1,165,325
<u>Add: Work in Progress (opening)</u>	-	-	53,600	-	-	55,121	108,721
Direct Labour	756	15,804	4,068	4,024	8,471	4,030	37,153
Less: Work in Progress (closing)	-	-	46,310	-	-	49,115	95,425
Cost of Manufactured Goods	225,144	44,707	129,144	223,090	346,371	247,318	1,215,775

(ii) Trading Account

	Small Business Units						Consolidated
	Bakery	Crops	Joinery	Piggery	Poultry	Tailoring	
Sales	432,240	75,257	81,386	497,219	625,224	321,760	2,033,087
Stock of Finished Goods (opening)	-	9,033	10,580	234,399	61,331	80,965	396,308
Add: Cost of Manufactured Goods	225,144	44,707	129,144	223,090	346,371	247,318	1,215,775
Less: Stock of Finished Goods (closing)	-	60,000	19,840	191,139	61,389	22,174	354,541
Cost of Finished Goods Sold	225,144	(6,260)	119,884	266,351	346,313	306,109	1,257,541
Gross Profit	207,096	81,517	(38,498)	230,868	278,912	15,650	775,545

Audited Financial Statement for the Year Ended 31st July

FIJI CORRECTIONS SERVICE

NOTES TO THE FINANCIAL STATEMENTS (continued...) FOR THE YEAR ENDED 31 JULY 2017

NOTE 7: FIJI CORRECTION SERVICE TRADING & MANUFACTURING ACCOUNT (continued)

(iii) Profit and Loss Statement

	Small Business Units						Consolidated
	Bakery	Crops	Joinery	Piggery	Poultry	Tailoring	
Income							
Gross Profit	207,096	81,517	(38,498)	230,868	278,912	15,650	775,545
Expenses							
Maintenance and Operations	32,836	94,990	9,561	69,828	31,874	14,290	253,379
Total Expenses	32,836	94,990	9,561	69,828	31,874	14,290	253,379
Net Profit/(Loss)	174,260	(13,473)	(48,059)	161,041	247,038	1,361	522,166

- The increase in direct labour cost is due to the increase in engagement of inmates in the TMA SBUs.
- The decrease in Work in Progress (WIP) is due to the improvement in turnover time to finish TMA products for Tailor and Joinery Units to be delivered on time to customers.
- The increase in sales is due to the increase in commercial sales made to outside parties.
- The decrease in finished goods is a result of controlling and minimising wastage in any unnecessary stock handling in the 6 SBUs.
- The increase in gross profit by 28% is due to the controlling and minimising strategy implemented in the cost of goods sold against the total sales.
- The increase in total expenses is due to the increase overhead costs and hiring of vehicles for firewood carting.
- The increase in net profit is due to the controls on overheads and the omission of unnecessary expenditure requests that may lead to wastage.
- The Department maintains only one bank account for the 6 Small Business Units. The increase in cash at bank is due to the increase in the sales for Bakery and Tailoring.

July 2017

FIJI CORRECTIONS SERVICE

**NOTES TO THE FINANCIAL STATEMENTS (continued...)
FOR THE YEAR ENDED 31 JULY 2017**

**NOTE 7: FIJI CORRECTION SERVICE TRADING & MANUFACTURING ACCOUNT
(continued)**

- (i) The Accounts Receivable balance represents amounts invoiced to customers and yet to be received at balance date.
- (j) The VAT Receivable represents VAT on revenue for Bakery, Joinery and tailoring.
- (k) The inventory represents raw materials, work in progress and finished goods for Joinery, Crops, Tailoring and Poultry TMA's.
- (l) The accumulated TMA surplus represents accumulation of profits and losses over the years.
- (m) The TMA surplus transferred to consolidated fund comprises of the surplus cash ceilings remitted to the Ministry of Economy.

Conclusion

The Fiji Corrections Service (FCS) through monitoring and improvement of its work process was able to utilize 95% of its total budget of which 85% was our completed capital projects. We progressively managed to ease overcrowding with the construction of the new Remand Centre in Lautoka, which saw the commissioning of phase one in early 2015.

The FCS was attentive to the influx of youths admitted into the corrections system. In 2015, youths represented 37% of the total prison population from the age group of 16 - 35yrs. But for the period 01 Aug 2016 - 31 July 2017, the numbers have almost double folded to 59.05%. Close scrutiny of inmates through classification and categorization drives a successful assimilation amongst the inmates and allows FCS to effectively implement its Rehabilitation programmes.

The increase in the number of inmates in custody in the last 5-years also means a more modest approach and collaborative efforts with Government ministries, faith based organisations, business stakeholders, the Vanua and most of all the family units.

In addition, the successful implementation of the Care Network was another proactive measure taken under the Yellow Ribbon Programme. FCS in its effort to minimize entry continues to review its rehabilitation framework to cover in-depth assessment and consistent engagement with key stakeholders as part of its proactive strategy

FCS contributes to seek and identify possible avenues to increase organizational effectiveness through capacity and capability development of our personnel to meet current and future needs of FCS. This saw the introduction of the Commissioners bi-annual Basic Recruitment. This is aimed to maintain the approved strength sufficient to provide security, safety and rehabilitation to those under our care.

The full achievement of the 2016/2017 Annual Corporate Plan (ACP) targets highlighted the clear direction and good knowledge of the FCS Strategic Documents by all personnels. This was attributed toward an increase in ACP awareness workshops conducted during the year.

On the other hand, flawless internal controls and improvement in work processes drives FCS to an unqualified Audited Financial Statement for the year ended 31 July, 2017. Holistically this reporting period from Aug 2016 to 31 July, 2017 was a progressive year for FCS.

The FCS challenges the status quo and the ability of all our personnel to revisit their purpose and noble roles towards saving lives and nation building.

Acronyms

Acronym	Description
COMCOR	Commissioner of Corrections
DCC	Deputy Commissioner of Corrections
ACCS	Assistant Commissioner Corporate Services
ACCO	Assistant Commissioner of Corrections Operation
SAO	Senior Accounts Officer
AO TMA	Accounts Officer Trade & Manufacturing Account
CLO	Chief Logistic Officer
CO MDT	Commandant
DR	Director Rehabilitation
SNR PYSC	Senior Psychologist
DP	Divisional Psychologist
IG	Inspectorate General
ITM	Information & Technology Manager
OC	Officers-in-Charge
ISM	Institution Sergeant Major
DSM	Division Sergeant Major
LO	Legal Officer
OC ECU	Officer-in-Charge, Emergency Control Unit
SOP	Staff Officer Projects
OC TPT	Officer-in-Charge, Transport Unit
OC SUVA	Officer-in-Charge, Suva Correction Centre
OC SUVA REM	Officer-in-Charge, Suva Remand Centre
OC NAS	Officer-in-Charge, Nasinu Correction Centre
OC SUVA WOM	Officer-in-Charge, Suva Women Correction Centre
OC LEV	Officer-in-Charge, Levuka Correction Centre
OC LAB	Officer-in-Charge, Labasa Correction Centre
OC TAV	Officer-in-Charge, Taveuni Correction Centre
OC MAX	Officer-in-Charge, Maximum Correction Centre
OC MED	Officer-in-Charge, Medium Correction Centre
OC MIN	Officer-in-Charge, Minimum Correction Centre

Acronyms

Acronym	Description
OC PRC	Officer-in-Charge, Pre-Release Centre
OC LTK	Officer-in-Charge, Lautoka Correction Centre
OC LTK REM	Officer-in-Charge, Lautoka Remand Centre
OC LTK WOM	Officer-in-Charge, Lautoka Women Corrections Centre
OC BA	Officer-in-Charge, Ba Correction Centre
QM	Quartermaster
SCS	Supervisor Corporate Services
SOA	Staff Officer Administration
SO Pol	Staff Officer Policy
SO (Per)	Staff Officer Personnel
SO VOC TRG	Staff Officer Vocational Training
SO TMA	Staff Officer Trade & Manufacturing Account
SUP	Supervisors
SOO	Senior Operation Officer
SMO	Senior Medical Officer
HOD	Head of Unit/Section
SUP CED	Supervisor Central & Eastern Division
SUP ND	Supervisor Northern Division
SUP SD	Supervisor Southern Division
SUP WD	Supervisor Western Division
SOR	Staff Officer Rehabilitation
YRP COOR	Yellow Ribbon Coordinator
PRO	Public Relations Officer
GD	Graphic Designer
SO AC	Staff Officer Audit & Compliance
SO Farm	Staff Officer Farm
PO	Party Officer
BC	Barrack Commander
SO Band	Staff Officer Band
ELO	Education Liason Officer
OHS OFF	OHS Officer
WO TRG	Warrant Officer Training
BO	Burial Officer
OC CEM	Officer-in-Charge Cemetery
DIV IC TPT	Division In-Charge Transport Officer

Annex 01

Offence Category

- 1.1 Against Lawful Authority
- 1.2 Against Public Morality
- 1.3 Against the Person
- 1.4 Against the Property
- 1.5 Other offences against the Penal Code

Offences Against lawful authority

- 1. Affray
- 2. Throwing objects
- 3. Corruption and abuse of office
- 4. Perjury
- 5. Escape from lawful custody
- 6. Riot and unlawful assembly
- 7. Other against lawful authority

Against Public Morality

- 8. Rape and attempted rape
- 9. Indecent Assault
- 10. Defilement of girl under 13
- 11. Defilement of girl between 13-16
- 12. Incest
- 13. Unnatural Offences
- 14. Others against public morality

Against the Person

- 15. Murder
- 16. Attempted Murder
- 17. Manslaughter
- 18. Infanticide
- 19. Causing death by dangerous driving
- 20. Act with intent to cause grievous harm
- 21. Assault occasioning actual bodily harm
- 22. Assault on Police
- 23. Common Assault
- 24. Others against the Person

Against the Property

- 25. Embezzlement/larceny by servant
- 26. Conversion
- 27. Larceny in dwelling house
- 28. Larceny from person
- 29. Larceny of cattle
- 30. Larceny from ship or dock
- 31. Fraud and false pretense
- 32. Demanding with menace
- 33. Aggravated robbery
- 34. Burglary
- 35. House Breaking
- 36. Other breaking offences
- 37. Receiving stolen property
- 38. Arson and setting fire to crops
- 39. Theft
- 40. Damaging Property
- 41. Injuring Animal
- 42. Theft of motor vehicle
- 43. Others against the property



FIJI CORRECTIONS SERVICE

Western Division

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📠 +679 9905 088
www.correcters.fiji www.facebook.com/FijiCorrectionsService

Lautoka Corrections Centre
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📠 +679 9905 087
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Southern Division

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PRISON NATIONAL CENTRES



Northern Division

Labasa Corrections Centre

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Central & Eastern Division

Levuka Corrections Centre

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Nasinu Corrections Centre

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Suva Womens Corrections Centre

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Western Division

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