



KINGDOM OF CAMBODIA
Nation Religion King

Royal Government of Cambodia

No: 55 SD. ES

SUB-DECREE
ON THE ORGANIZATION AND THE FUNCTIONING
OF
THE MINISTRY OF PLANNING

THE ROYAL GOVERNMENT OF CAMBODIA

- Had seen the constitution of the Kingdom of Cambodia I
- Had seen the Royal decree dated 24 September 1993 on the appointment of the First and Second Prime Minister.
- Had seen the Royal decree dated 1 November 1993 on the appointment of the royal government of Cambodia.
- Had seen the Krom No 02.NS/94 dated 20 July 1994 on the organization and the functioning of the Council of Ministers.
- Had seen the Royal decree No 1094/83/NS.RD. dated 24 October 1994 and the Royal decree No 1 094/90.NS.RD. dated 31 October 1994 on the adjustment of the Royal Government Body.
- Had seen the Krom No 0196/11/NS.RK. dated 24 January 1996 on the establishment of the Ministry of Planning.
- Had seen the Royal decree No 0897/147/CS.RD. dated 07 August 1997 on the adjustment of the Government's body of the Kingdom of Cambodia.
- Had seen the sub-decree No 20.SD.ES dated 30 April 1996 on the Organization and the Functioning of the Ministries and Secretariat of state.
- According to the proposal of the Ministry of Planning.
- According to the approval of the Council of Ministers at the meeting dated 18 September 1997.

DECIDES

CHAPTER 1

GENERAL PROVISION

ARTICLE 1: This Sub-decree is to organize the Ministry of Planning's entities and determine all tasks and roles of the directorates and departments of the Ministry.

CHAPTER 2

MISSIONS AND ORGANIZATION

ARTICLE 2: - Ministry of Planning is assigned by the Royal Government of Cambodia to be responsible for guidance and managing socioeconomic development planning and statistics in the Kingdom of Cambodia.

ARTICLE 3: Ministry of Planning has the following roles and responsibilities:

- To act as the Government arm in formulation of concepts, strategies, policies, and in determining priorities for national development in order to ensure the sustainability and balance between development equity and social justice and between economic development, and social and culture development, between urban and rural areas, between exploitation and regeneration of natural resources and between development and environment protection.
- To guide and manage methodologies and procedures used in the formulation of socioeconomic development plans according to the decentralized system in the whole country.
- To prepare long, medium, and short term plans and National programmes by coordinating with all relevant Ministries/Institutions in order to ensure consistency among socioeconomic sectors and among provinces and regions in the whole country.
- To monitor the implementation of Plans, National Programs and Projects in all sectors, make assessments and propose measures to correct those plans and programmes as needed.
- To work with concerned Ministries/Institutions in formulating strategies and policies and identifying priorities for investment both public and private in order to efficiency and maximizing the use of both internal and external potentials resources.
- To collaborate with Ministry of Economy and Finance in fixing the amount and in allocating annual budget for Public Investment.
- To work with relevant Ministries/Institutions to formulate strategic, policies, and identify priorities in order to ensure that the socioeconomic, technological and cultural cooperation with foreign countries are consistent with the national development objectives and policies.
- To work with relevant Ministries/Institutions to formulate demographic policies and plan of action about balanced distribution of manpower to ensure socioeconomic development and national defense purposes.
- To conduct necessary surveys and studies in the implementation of its tasks.

- To manage economic, social and demographic statistical information in the Kingdom of Cambodia.
- To manage National statistical system following the guidance of the use of statistical standard classifications and modal table in full-filling and collecting statistical information.
- To guide the implementation of unified methodologies and calculation statistical data formula in the whole country.
- To prepare census and surveys methodologies and conduct demographic socioeconomic census and surveys in Cambodia.
- To provide assistance in terms of methodologies and techniques or conduct census and surveys in other subjects or sectors upon request of data users.
- To compile and produce national account, CPI, and statistical year book regularly.
- To exchange statistical information with other statistical agencies of the countries in the region, in the world and with national and international organizations.
- To carry out other tasks that are assigned and entrusted by the Prime Ministers.

ARTICLE 4: Ministry of Planning has its organization as follows:

A- At the central level

- General Directorate of Planning which consists of:
 - General Planning Department.
 - Economic Planning Department.
 - Social Planning Department.
 - Investment Planning Department.
 - International Relation Department.
- National Institute of Statistics which consists of:
 - General Statistics Department
 - Economic Statistics Department .Social Statistics Department
 - Demographic Statistics Census and Survey Department
 - Directorate of Inspection -Cabinet of Minister
- Personnel Department
- General Administrative Department
- Supply and Financial Department

B- Local level

- Provincial Planning Departments

CHAPTER 3

GENERAL DIRECTORATE OF PLANNING

ARTICLE 5: In performing the Ministry's task, the General Directorate of Planning has the following roles:

- Ensure consistency in socio-economic development by coordinating with all sector development plans, programs and projects prepared by Ministries, State Secretariats, relevant Agencies and Provinces and Municipalities.
- Monitor the implementation of Plans and Programs in collaboration with Line Ministries/Secretariat of State / Provinces and Municipalities, report and provide comments to the Minister and report and request approval from the Royal Government.
- Coordinate with Line Ministries/Secretariat of State, Provinces and Municipalities and National Institute of Statistics in preparing trimester, semester, third quarterly and annual report about socioeconomic situation to the Government.

General Directorate of Planning is directed by a Director General and assisted by Deputy Director General as needed.

General Directorate of Planning consists of 5 Departments each directed by a Director of department and assisted by Deputy Director as needed.

ARTICLE 6: General Planning Department is responsible for:

- Formulating the concept, strategies, plan and program for short, medium and long term socioeconomic development by coordinating with the other departments in the General Directorate of Planning.
- Analysing and forecasting the overall situation of the macroeconomic growth in the whole country; advising and targeting for socioeconomic development regularly.
- Preparing strategies, policies and plans in the macroeconomic sectors including: National Account, Inventory, Balance of Payment, Monetary and Financial institution.

ARTICLE 7: Economic Planning Department is responsible for:

- Analysing and forecasting the overall situation of the economic growth in the country; advising and targeting for Economic development on a regular basics.
- Preparation of strategies, policies and plans in the economic sectors including: Agriculture, Forestry and Fishery, Industry, Telecommunication, Transportation, Commerce, Tourism, Construction and Environment.

ARTICLE 8: Social Planning Department is responsible for:

- Analysing and forecasting the overall situation of the social development section and demography in the whole country; advising and targeting for social development on a regular basics.

- Preparing strategies, policies and plans in the social sectors including: Employment and unemployment, demography, education and training, human resource development, community development, poverty alleviation, housing, health, nutrition, social and labour affairs, culture, gender and fine arts, religion and information.

ARTICEL 9: Investment Planning Department is responsible for:

- Analysing and forecasting the overall situation of the investment sectors, advising public and private investment and targeting the investment to be consistent with the development objective of the country.
- Preparing investment strategies for short, medium and long term.
- Determining the priority in the capital allocation by sectors.
- Monitoring the draft of public investment project of Line Ministries and other institutions.
- Preparing the annual public investment programme.
- Participating in the bidding Committee of all public investment projects.
- Monitoring and evaluating of the implementation of public investment program.

ARTICLE 10: International Relation Department is responsible for:

- Analysing and forecasting the overall situation of the economic cooperation with foreign countries, international organizations and non- governmental organizations; provide comments and necessary measures to reorient the socioeconomic, cultural and technology cooperation, with foreign countries in consistence with the objectives development country.
- Ensuring information exchange cooperation and coordination in the planning framework for socioeconomic development with the foreign countries as needed.
- Coordinating socioeconomic cooperation, culture and technology science with foreign countries according to the government assignment, such as economic cooperation among the countries in Great Mekong Sub-region (GMS).

CHAPTER 4

NATIONAL INSTITUTE OF STATISTICS

ARTICLE 11: - The National Institute of Statistics has the functions performing all of the Ministry's task in the conduct of census, socioeconomic and demographic surveys. This includes compiling and advising on how to use the statistic data classification, figure and data calculation methodology; collecting and disseminating data on the situation of socioeconomic growth in Cambodia.

- Collaborating with the National Institute of Statistics Units in the region and in the world for exchange of statistical information; training statistic officer in order to develop the Cambodia statistical system.
- The National Institute of Statistics is directed by a Director General designated by the Royal decree and assisted by Deputy Director as needed.
- The National Institute of Statistics is composed of 4 departments and each department will be led by a Director of department and assisted by Deputy Director as needed.

ARTICLE 12: General Statistics Department is responsible for:

- Coordinating statistic data with the other departments under the national institute of statistics in order to compile the national account of Cambodia.
- Collecting the information of Consumer Price Index and services, and compile monthly, trimester, semester, third quarterly and annual report on the consumer price Index and services.
- Compiling, disseminating and advising on information classification, figures and collecting statistical information from the state and private institutions and other public institutions in order to compile as a national statistic data.

ARTICLE 13: Economic Statistic Departments responsible for:

- Collecting and compiling the primary data on agriculture, forestry and fishery, industry, commerce, construction, telecommunication, transport, tourism and environment.
- Study research and cooperation with the relevant institutions in organizing and conducting census, survey and data collection, compiling and analysing statistical information of agriculture, forestry and fishery, industry, commerce, construction, telecommunication, transport, tourism and environment.

ARTICLE 14: Social Statistics Department responsible for:

- Collecting and compiling the primary data on social affairs, education, health, information and culture.
- Study research and cooperation with the relevant institutions in organising and conducting census, survey, data collection, compiling and analysing statistical information of social affairs, education, health, information and culture.

ARTICLE 15: Statistics Demography census and survey Department responsible for:

- Conducting census, survey, data collection, compile and the statistics demography management.
- Cooperating in organising census and surveys in other subjects according to the suggestion of other institutions and the request of data users.
- Statistic skill training for central and local officers, according to the work requirement.

CHAPTER 5

DIRECTORATE OF INSPECTION

ARTICLE 16: Directorate of Inspection of the Ministry of Planning is responsible for:

- Inspecting all units under the Ministry of Planning.
- Reporting to the Minister about operation of the departments inspected and about the performance measures to adjust those departments if necessary.
- Operate and function according to the Minister's directives.

The Directorate of Inspection is headed by a General Director and assisted by deputy general directors as needed.

CHAPTER 6

CABINET OF MINISTER

ARTICLE 17: The Cabinet of Minister is responsible for .all of the Ministry's task following the edict of the sub-decree No 20 S.D dated 30 April 1996 as mentioned above on the organization and the functioning of the Ministries and Secretariats.

CHAPTER 7

ADMINISTRATION AND FINANCE

ARTICLE 18: General Administrative Department is responsible for:

- Coordinating all activities at the central level and between central and local level of the Ministry of Planning.
- Management and distribution of the Ministry's documents.
- Ensuring effective and safe administration.
- Reviewing and reporting on all activities of the Ministry.
- Documentation and library.

ARTICLE 19: Supply and Finance Department responsible for:

- Meeting requirements, preparation of the expenditure program, repairing tools and facilities of the Ministry.
- Managing the fixed assets, mobile assets, stock and inventory.
- Managing garage and state vehicles provided to the Ministry, formulating expenditure program and gasoline and spare parts distribution.
- Receiving and distributing materials to the provincial municipal planning office.
- Informatics, financial activities and charge account.
- Proposing the Ministry's budget and monitoring its operation. -Collecting and coordinating budgets.
- Monitoring of special account management.
- Collecting and coordinating all the expenditures of the Ministry. -Collecting appropriate income according to the financial law.

ARTICLE 20: Personnel Department is responsible for:

A- Personnel

- Administration management of civil servants of the Ministry in coordination with the Secretariat of State of Public Function.
- Preparing all administrative letters for career management.
- Programming of skill position and improving human resources of the Ministry.
- Evaluating the needs for skill training of the civil servants.
- Preparing the primary training policy in collaboration with the Secretariat of State of Public Function in order to continue the implementation of those policies.
- Managing the statistics of civil servants and operation informatics form.
- Managing social action programmes of the Ministry.

B- Training

- Planning and Statistics training center is responsible for:
- Organising the recruitment and training on Planning and Statistics skills. - Organising the retraining and improvement courses for the civil servants of the Ministry.

CHAPTER 8

AT LOCAL LEVEL

ARTICLE 21: Provincial and Municipal Planning offices are responsible for implementing and coordinating the Ministry's task at local level.

CHAPTER 9

FINANCIAL INSPECTION UNIT

ARTICLE 22: The Financial Inspection unit was created by the Minister of Finance and Economy, according to Sub-decree No 81 dated 16 November, 1995 about the creation of the Financial Inspection Unit on Ministries expenditures.

CHAPTER 10

FINAL PROVISION

ARTICLE 23: The Organization and the Functioning of the Ministry at central administration, from the deputy of department down to the lower level must be declared by the Minister of Planning declaration.

ARTICLE 24: All provisions that contrast with this sub-decree must be considered invalid.

ARTICLE 25: The Co-Ministers of Council of Ministers, Minister of Ministry of Planning, all the concerned Ministers and Secretary of States must be responsible for carrying out this Sub-decree respectively on their own tasks.

ARTICLE 26: This Sub-decree promulgated from the signing date.

Phnom Penh, 23 September, 1997

Signed and Sealed

First Prime Minister

Second Prime Minister

Oung Hout

Hun Sen

To:

- The First Prime Minister
- The Second Prime Minister
- Minister of Planning

CHEA CHANTO

C.C.

- Cabinet of the King.
- Secretariat of National Assembly.
- Cabinet of the First Prime Minister.
- Cabinet of the Second Prime Minister.
- All Ministries and Institutions at central level.
- All Provinces and Municipalities.
- As Article 25.
- Documentation.