

**KINGDOM OF CAMBODIA
NATION RELIGION KING**

Ministry of Land Management, Urban Planning and Construction

No.: 033 D.N.S./Br.K

**PRAKAS ON
THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING LICENSE, GRANTING A NEW COPY
OF, TERMINATING AND RENEWING CONSTRUCTION CERTIFIER LICENSE**

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

- Having seen the Constitution of Kingdom of Cambodia;
- Having seen the Royal Decree No NS/RKT/0918/925 dated 6 September 2018 on the appointment of the Royal Government of the Kingdom of Cambodia;
- Having seen the Royal Decree No NS/RKT/0320/421 dated 30 March 2020 on the appointment and modification of the composition of the Royal Government of the Kingdom of Cambodia;
- Having seen the Royal Kram No NS/RKM/0618/12 dated 28 June 2018 promulgating the Law on the Organization and Functioning of the Council of Ministers;
- Having seen the Royal Kram No NS/RKM/0699/09 dated 23 June 1999 promulgating the Law on the Establishment of the Ministry of Land Management, Urban Planning and Construction;
- Having seen the Royal Kram No NS/RKM/1119/019 dated 2 November 2019 promulgating the Law on Construction;
- Having seen Sub-decree No 62 ANKr.BK dated 20 July 1999 on the Organization and Functioning of the Ministry of Land Management, Urban Planning, and Construction;
- Having seen Sub-decree No 42 ANKr.BK dated 3 April 2015 on the Urbanization of the Capital, Municipalities and Urban Areas;
- Having seen Sub-decree No 76 ANKr.BK dated 9 June 2015 on the Modification of Article 30, Article 34, Article 38, Article 50, Article 66, Article 74 and Article 82 of Sub-decree No 42 ANKr.BK dated 3 April 2015 on the Urbanization of the Capital, Municipalities and Urban areas;
- Having seen Sub-decree No 224 ANKr.BK dated 30 December 2020 on Building Permits;
- Having seen Sub-decree No 225 ANKr.BK dated 30 December 2020 on the Conditions and Procedures for Construction Certification;
- Having seen Sub-decree No 226 ANKr.BK dated 30 December 2020 on the Conditions and Procedures for Granting, Suspending and Revoking Certificate of Occupancy; and
- Referring to the needs of the Ministry of Land Management, Urban Planning and Construction,

HEREBY DECIDES

**CHAPTER 1
General Provisions**

Article 1

This Prakas determines the formalities and time frames for granting, granting a new copy of, terminating and renewing the construction certifier license with the intention to enforce Sub-decree No 225 ANKr.BK dated 30 December 2020 on the Conditions and Procedures for Construction Certification.

Article 2

Key terms used in this Prakas are defined as follows:

1. **One Window Service** refers to the One Window Service of the Ministry of Land Management, Urban Planning and Construction.

2. **A legal representative of a company** refers to a company's Director General, Director, President of the Board of Directors or Governor whose surname and name are written in the company's statute.
3. **Insurance certificate** refers to a letter issued by an insurance company operating in the Kingdom of Cambodia to assure liability for professional or business practice in construction certification.
4. **Certificate of occupancy** refers to a permit granted by the competent authority to a construction owner to use, lease or conduct business with the construction.
5. **Certificate of registration at a professional board** refers to a Certificate of Registered Architect, Certificate of B.A.C Architect, Certificate of Registration as ASEAN ARCHITECT, Certificate of Registration for Foreign Architect, Certificate of Registered Engineer, Certificate of Professional Engineer, Certificate of Registration for Foreign Engineer and Certificate of Registration for Foreign Professional Engineer.
6. **License** refers to a construction certifier license.
7. **Licensee** refers to a professional or company who/which receives the rights granted by a license and whose surname and name or name are/is written on the license.
8. **Construction certifier** refers to a team of the Ministry of Land Management, Urban Planning and Construction, a professional or company who/which has a construction certifier license granted by the Minister of Land Management, Urban Planning and Construction to carry out construction certification work.
9. **Professional** refers to an architect and engineer who applies for the license and the technical director or technician of a company which applies for the license.
10. **Work experience document** refers to a job contract, a letter or another document which provides information on the work that a professional has carried out in the past, such as field of specialization, duration, location, and employer's identity.
11. **Long-term residence document** refers to a visa of at least 12 months stay for non- immigrant foreign business persons, i.e., E1_{EX}, E2_{EX}, E3_{EX}, E_B visas, for non- immigrant foreign specialized technicians, i.e., E_T visas, and for non-immigrant foreign students, i.e., E_S visas.

CHAPTER 2

Formality and Time Frame for Granting a License

Article 3

The license application documents for a professional are as follows:

- | | |
|---|--------|
| 1. License application | 1 copy |
| 2. Khmer Identity Card or passport and visa (duplicated copy) | 1 copy |
| 3. Degree(s) certificate (duplicated copy) | 1 copy |
| 4. Work experience document (duplicated copy) | 1 copy |
| 5. Certificate of registration at a relevant professional board (duplicated copy) | 1 copy |
| 6. Insurance certificate or document verifying a deposit at the National Bank of Cambodia (duplicated copy) | 1 copy |
| 7. Letter of assurance of the applicant | 1 copy |

A professional who holds a design license may apply for a construction certifier license in the case where he/she fulfils the conditions required for granting a construction certifier license.

The template for the license application for a professional is in the Annex 1 of this Prakas.

The template for the letter of assurance of a professional applicant is in the Annex 2 of this Prakas.

Article 4

The license application documents for a company are as follows:

A. Company-related documents

- | | |
|---|--------|
| 1. License application | 1 copy |
| 2. Company statute (duplicated copy) | 1 copy |
| 3. Certificate of commercial registration (duplicated copy) | 1 copy |
| 4. List of the technical director and technicians | 1 copy |

5. Insurance certificate or document verifying a deposit at the National Bank of Cambodia (duplicated copy)	1 copy
B. Governor-related documents	
Khmer Identity Card or passport and visa (duplicated copy)	1 copy
C. Technical director-related documents	
1. Khmer Identity Card or passport and visa (duplicated copy)	1 copy
2. Degree(s) certificate (duplicated copy)	1 copy
3. Work experience document (duplicated copy)	1 copy
4. Certificate of registration at a professional board (duplicated copy)	1 copy
5. Technical director's letter of assurance	1 copy
D. Technician-related documents	
1. Khmer Identity Card or passport and visa (duplicated copy)	1 copy
2. Degree(s) certificate (duplicated copy)	1 copy
3. Work experience document (duplicated copy)	1 copy
4. Certificate of registration at a professional board (duplicated copy)	1 copy
5. Technician's letter of assurance	1 copy

The template for the license application for a company is in the Annex 3 of this Prakas.

The template for the letter of assurance of a company representative is in the Annex 4 of this Prakas.

The template for the letter of assurance of the technical director is in the Annex 5 of this Prakas.

The template for the letter of assurance of a technician is in the Annex 6 of this Prakas.

The template for the list of the technical director and technicians is in the Annex 7 of this Prakas.

Article 5

Work experience document of a professional shall indicate work experience as the technical director of a design or building company, a designer, project director, project manager, construction site manager or head of a construction site.

In the application documents for General Construction Certifier License Level 1 and Construction Certifier License for Structure Level 1, work experience document of the technical director in the field of structural engineering shall indicate work experience in at least 1 tall building project for the technical director holding a doctoral degree, at least 3 such projects for the technical director holding a master's degree or at least 7 such projects for the technical director holding a bachelor's degree.

In the application documents for General Construction Certifier License Level 1 and Construction Certifier License for Structure Level 1, work experience document of a technician in the field of geology shall indicate work experience in at least 1 construction project whose underground floor's depth is more than 10 meters for the technician holding a doctoral degree, at least 3 such projects for the technician holding a master's degree or at least 7 such projects for the technician director holding a bachelor's degree.

Article 6

The calculation of work experience duration of a professional shall be done as follows:

- 7 years of work experience as a professional holding a doctoral degree and 12 years of work experience as a professional holding a master's degree are equivalent to 20 years of work experience as a professional holding a bachelor's degree;
- 3 years of work experience as a professional holding a doctoral degree and 7 years of work experience as a professional holding a master's degree are equivalent to 15 years of work experience as a professional holding a bachelor's degree;
- 2 years of work experience as a professional holding a doctoral degree and 5 years of work experience as a professional holding a master's degree are equivalent to 10 years of work experience as a professional holding a bachelor's degree;
- 1 year of work experience as a professional holding a doctoral degree and 3 years of work experience as a professional holding a master's degree are equivalent to 7 years of work experience as a professional holding a bachelor's degree.

Any work done by a professional before the issuance date of his/her bachelor's degree shall not be included in the calculation of the work experience duration.

The work experience duration of a professional shall be the sum of the durations stated in all work

experience documents.

In the case where a professional has held a full-time job, the work experience duration shall be calculated as years as indicated in the work experience document.

In the case where a professional has held a part-time job, the work experience duration shall be calculated as years in which 1 year is equivalent to at least 2000 hours of work done by the professional.

Article 7

A company's legal representative and a professional who applies for a license shall directly sign the license application.

Every document in the application documents shall be made in the Khmer language. Any document in a foreign language shall be translated into the Khmer language and certified by a notary.

Every duplicated document shall be legalized by the Capital, provincial, municipal, district or Khan administration or by a notary.

A degree issued by a foreign higher education institution shall be certified by the Ministry of Education, Youth and Sport of the Kingdom of Cambodia.

Article 8

The license application documents shall be filed at the One Window Service.

The One Window Service shall review the license application documents on the same day that they are filed.

Article 9

In the case where the license application documents are sufficient and correct in form, the One Window Service shall carry out the following:

1. Write the entry number and date in the entry number log book of the One Window Service and transcribe the number and date on the license application;
2. Produce an application receipt with the entry number and date and the signature of the responsible official;
3. Hand over the original copy of the application receipt with the entry number and date to the applicant within the same day that the application documents are reviewed; and
4. Make 2 duplicated copies of the license application documents.

Article 10

In the case where it is found that the license application documents are insufficient or incorrect in form, the One Window Service official shall carry out the following:

1. Clearly fill in the application document checklist to indicate the insufficiency or incorrectness of the documents;
2. Write the date, signature and name of the official responsible for reviewing the documents on the filled-in application document checklist; and
3. Hand over the filled-in application document checklist with the date, signature, and name of the official responsible for reviewing the application documents to the applicant within the same day that the application documents are reviewed.

The template for the license application document checklist for a professional is in the Annex 8 of this Prakas.

The template for the license application document checklist for a company is in the Annex 9 of this Prakas.

Article 11

Reviewing and approving the license application documents shall take at most 20 working days, from the day of issuing the application receipt, according to the following time frames:

1. The One Window Service shall send the application documents to the General Department of Construction within 2 working days, at the latest, from the day of issuing the application receipt;
2. The General Department of Construction having the Department of Construction Technical Research as the operating body shall produce a written note on the license application documents attached with a draft license within 10 working days, at the latest, from the day of receiving the application documents from the One Window Service;
3. The written note on the license application shall be submitted for approval in hierarchical order

- to receive comments and decision of the Ministry within 6 working days, at the latest, from the day of receiving the application documents from the General Department of Construction; and
4. The One Window Service shall number, date and stamp the draft license to hand over to the applicant within 2 working days, at the latest, from the day of receiving the decision of the Ministry of Land Management, Urban Planning and Construction.

Article 12

In the case where the General Department of Construction finds that the license application documents are incorrect, the General Department of Construction shall carry out the following:

1. The General Department of Construction having the Department of Construction Technical Research as the operating body shall produce a notification letter for the applicant to make modification or addition and send it to the One Window Service within 5 working days, at the latest, from the day of receiving the application documents from the One Window Service; and
2. The One Window Service shall invite the applicant to take the notification letter on the requirement to make modification or addition to the license application documents within 1 working day, at the latest, from the day of receiving the letter from the General Department of Construction.

The period of modifying or supplementing documents to the application documents shall not be included in the time frames for reviewing and approving the license application. The time frames for reviewing and approving the license application in the case of modifying or supplementing documents to the application documents shall be restarted, starting from the day that the One Window Service issues the receipt for the modified or added application documents.

Article 13

The types and levels of the license that can be granted to a professional are as follows:

1. Construction Certifier License for Architecture Level 3;
2. Construction Certifier License for Structure Level 3;
3. Construction Certifier License for Mechanics, Electricity and Plumbing Level 3 in the specialization of mechanics;
4. Construction Certifier License for Mechanics, Electricity and Plumbing Level 3 in the specialization of electricity; and
5. Construction Certifier License for Mechanics, Electricity and Plumbing Level 3 in the specialization of plumbing;

The sample license for a professional is in the Annex 10 of this Prakas.

The types and levels of the license that can be granted to a company are as follows:

1. General Construction Certifier License Level 1;
2. General Construction Certifier License Level 2;
3. Construction Certifier License for Architecture Level 1;
4. Construction Certifier License for Architecture Level 2;
5. Construction Certifier License for Structure Level 1;
6. Construction Certifier License for Structure Level 2;
7. Construction Certifier License for Mechanics, Electricity and Plumbing Level 1; and
8. Construction Certifier License for Mechanics, Electricity and Plumbing Level 2.

The sample license for a company is in the Annex 11 of this Prakas.

CHAPTER 3

Formality and Time Frame for Notification

Article 14

A professional licensee shall notify in writing the Ministry of Land Management, Urban Planning and Construction in the case of any change of status in the construction certifier license application.

The template for the letter of notification on the change of status of a professional licensee is in the Annex 12 of this Prakas.

Article 15

A company licensee shall notify in writing the Ministry of Land Management, Urban Planning and Construction in the following cases:

1. Replacing the governor;
2. Amending the statute;
3. Relocating the business head office;
4. Changing the contact telephone number and email address;
5. Changing the insurance certificate; or
6. Changing the amount of deposit at the National Bank of Cambodia.

In the case of replacing the governor, amending the statute, changing the insurance certificate and changing the amount of deposit at the National Bank of Cambodia, the letter of notification on the change of status of the company shall be attached with relevant documents.

The template for the letter of notification on the change of status of a company licensee is in the Annex 13 of this Prakas.

CHAPTER 4

Formality and Time Frame for Replacing a Company's Technical Director and Technician

Article 16

The application documents for a company's technical director and/or a technician replacement are as follows:

- | | |
|---|--------|
| 1. Application for the technical director and/or a technician replacement | 1 copy |
| 2. New technical director's and/or new technician's Khmer Identity Card or passport and visa (duplicated copy) | 1 copy |
| 3. New technical director's and/or new technician's degree(s) (duplicated copy) | 1 copy |
| 4. New technical director's and/or new technician's work experience document | 1 copy |
| 5. New technical director's and/or new technician's certificate of registration at a professional board (duplicated copy) | 1 copy |
| 6. New technical director's and/or new technician's letter of assurance | 1 copy |
| 7. The old license (in the case of applying for the technical director replacement) | 1 copy |

The template for the application for a company's technical director and/or technician replacement is in the Annex 14 of this Prakas.

Article 17

The Ministry of Land Management, Urban Planning and Construction issues a notification letter attached with a new copy of the license to the licensee in the case where the company's new technical director has fulfilled all the specified requirements.

The Ministry of Land Management, Urban Planning and Construction issues a notification letter to the licensee in the case where the company's new technician has fulfilled all the specified requirements.

A new copy of the license shall specify the expiry date of the old license that has been replaced.

An old license that has been replaced shall be nullified with a stamp.

The forms of the documents in the license application documents and the procedure for reviewing and approving a license application shall also apply to those of an application for a company's technical director and/or a technician replacement.

CHAPTER 5

Formality and Time Frame for Granting a New Copy of the License

Article 18

A professional licensee may apply for a new copy of the license at the Ministry of Land Management, Urban Planning and Construction in the following cases:

1. The license is lost, torn or damaged;
2. The professional's surname and name are changed; or
3. The office is relocated.

Article 19

A company licensee may apply for a new copy of the license at the Ministry of Land Management, Urban Planning and Construction in the following cases:

1. The license is lost, torn or damaged;
2. The company's name is changed;

3. The company's head office is relocated; or
4. The president of the company is replaced.

Article 20

The application documents for a new copy of the license are as follows:

- | | |
|--|--------|
| 1. Application for a new copy of the license | 1 copy |
| 2. Report of the license loss (duplicated copy) or the torn or damaged license or document(s) verifying the change of status of the licensee as specified in the license | 1 copy |

A report of the license loss shall be certified by a commune/Sangkat police post as having received the report.

The template for the application for a new copy of the license for a professional is in the Annex 15 of this Prakas.

The template for the application for a new copy of the license for a company is in the Annex 16 of this Prakas.

Article 21

A new copy of the license shall specify the expiry date of the old license that has been replaced.

A licensee shall bring the old license to exchange for a new copy of the license, except for the case of license loss.

An old license that has been replaced shall be nullified with a stamp.

The procedure for reviewing and approving a license application shall also apply to that of an application for a new copy of the license.

CHAPTER 6

Formality and Time Frame for Terminating a License

Article 22

The application documents for a license termination are as follows:

- | | |
|--|--------|
| 1. Application for a license termination | 1 copy |
| 2. License or complaint of the license loss or a torn or damaged license | 1 copy |

A report of the license loss shall be certified by a commune/Sangkat police post as having received the complaint.

The template for the application for a license termination for a professional is in the Annex 17 of this Prakas.

The template for the application for a license termination for a company is in the Annex 18 of this Prakas.

Article 23

The Ministry of Land Management, Urban Planning and Construction decides to terminate a license by a Prakas. The terminated license shall be nullified with a stamp.

The procedure for reviewing and approving a license application shall also apply to that of an application for a license termination.

CHAPTER 7

Formality and Time Frame for Renewing a License

Article 24

The application documents for a license renewal are as follows:

- | | |
|--|--------|
| 1. Application for a license renewal | 1 copy |
| 2. Latest annual patent title (duplicated copy) | 1 copy |
| 3. Latest annual review report (duplicated copy) | 1 copy |

In the case where any document in the application documents for the first license and/or in the subsequent license renewal application documents is modified, the application documents for a license renewal shall include the new document(s) in accordance with the modification.

The template for the application for a license renewal for a professional is in the Annex 19 of this Prakas.

The template for the application for a license renewal for a company is in the Annex 20 of this Prakas.

The template for the annual review report of a professional licensee is in the Annex 21 of this Prakas.

The template for the annual review report of a company licensee is in the Annex 22 of this Prakas.

Article 25

An application for a license renewal shall be filed at the One Window Service within 30 days, at the latest, before the expiry date of the license.

The Ministry of Land Management, Urban Planning and Construction decides to renew a license by a Prakas attached with a new copy of the license. A new copy of the license shall keep the old license number and the date of granting the first license and specify a new expiry date.

The procedure for reviewing and approving a license application shall also apply to that of an application for a license renewal.

CHAPTER 8

Formality for Foreign Professionals and Companies

Article 26

The license application documents for foreign professionals shall also include work permit and long-term residence document in the Kingdom of Cambodia.

Article 27

A foreign company established under the laws of another country applying for a license in the Kingdom of Cambodia shall have a letter of authorization as the representative agency signed by the company's president.

For a foreign technical director and technician, the license application documents for a company shall also include work permit and long-term residence document in the Kingdom of Cambodia of the foreign technical director and technician.

Article 28

Work experience documents of foreign professionals shall be certified by the relevant embassy or consulate in the Kingdom of Cambodia.

CHAPTER 9

Complaints

Article 29

An individual who has a vested interest in the decision of the Minister of Land Management, Urban Planning and Construction in granting the license, granting a new copy of the license, replacing a technical director and/or technician, terminating the license and renewing the license has the right to file a complaint to the Minister of Land Management, Urban Planning and Construction or to the court according to the existing procedure.

CHAPTER 10

Transitional Provision

Article 30

The technical director or technician of a company which holds a certificate for design or certificate for business practice can function as the technical director or technician of the company in order to fulfil the role of a construction certifier in the case that the concerned technical director or technician fulfils the requirements for granting a construction certifier license.

CHAPTER 11

Final Provisions

Article 31

Any provision which contradicts this Prakas shall be abrogated.

Article 32

The Cabinet Director, Directors General, Inspectors General, Department Heads and unit chiefs under the Ministry of Land Management, Urban Planning and Construction shall take charge of carrying out this Prakas, according to their respective duties, starting from the day of signature.

Phnom Penh, 21 January 2021

Deputy Prime Minister
Minister of Land Management, Urban Planning and Construction

CHEA SOPHARA

To be distributed to:

- Office of Council of Ministers
- All ministries and institutions
- Cabinet of Samdech Akka Moha Sena Padei Techo Prime Minister
- Cabinets of Samdech, Excellencies, Lok Chum Teav, Deputy Prime Ministers
"For information"
- As in Article 32 "For implementation"
- Royal Gazette
- Archive

ANNEX 1 OF
PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON
THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND
RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the Construction Certifier License Application for a Professional

Kingdom of Cambodia Nation Religion King

Application for Construction Certifier License

I, the undersigned _____, Sex: _____, Age: _____, Nationality: _____, holding Khmer Identity Card/Passport No. _____ with the Date of Expiry: _____, having the office at # _____, St. _____, Village: _____, Commune/Sangkat: _____, Municipality/District/Khan: _____, Capital/Province: _____, Email: _____, Phone Number: _;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Application for Construction Certifier License _____ Level _____;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** that I have fulfilled the legally specified requirements to conduct professional practice in construction certification for _____ level.

I hereby declare that I shall practice in accordance with the laws and other legal norms as well as other technical standards and guidelines of the Ministry of Land Management, Urban Planning and Construction. Please find the relevant documents in the attachments.

Please, **Your Excellency Deputy Prime Minister**, kindly review and approve my application.
Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

Signature and Name

ANNEX 2 OF

PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON

THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the Letter of Assurance of a Professional Applicant

Kingdom of Cambodia Nation Religion King

Letter of Assurance

I, the undersigned _____, Sex: _____, Age: _____, Nationality: _____, with permanent residence at # _____, St. _____, Village: _____, Commune/Sangkat: _____, Municipality/District/Khan: _____, Capital/Province: _____, holding Khmer Identity Card/Passport No. _____ with the Date of Expiry: _____, hereby assure that while performing the role of a construction certifier, I shall:

1. abide by the laws and relevant legal norms;
2. follow existing technical regulations;
3. practice independently and in accordance with the professional code of conduct in the construction sector and the code of conduct for construction certifiers;
4. not fulfil the role of the technical director or technician of any company; and
5. follow the guidelines of and participate in the training sessions on work practice organized by the Ministry of Land Management, Urban Planning and Construction.

Done in _____, Date: _____

Signature and Name

ANNEX 3 OF
PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON
THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND
RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the Construction Certifier License Application for a Company

Kingdom of Cambodia Nation Religion King

Application for Construction Certifier License

I, the undersigned _____, Sex: _____, Age: _____, Nationality:
_____, holding Khmer Identity Card/Passport No. _____ with the Date of Expiry:
_____, as the representative of the company: _____, with
the head office at # _____, St. _____, Commune/Sangkat: _____, Municipality/District/Khan: _____,
Capital/Province: _____, Email: _____,
Phone Number: _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Application for _____ Construction Certifier License _____ Level _____;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** that my company has fulfilled the legally specified requirements and can conduct business practice in ___ certification ___ level ___ construction

I hereby declare to practice in accordance with the laws and other legal norms as well as other technical standards and guidelines of the Ministry of Land Management, Urban Planning and Construction. Please find the relevant documents in the attachments.

Please, **Your Excellency Deputy Prime Minister**, kindly review and approve my application. Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

Signature and Name of Representative and Stamp of the Company

ANNEX 4
OF
PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON
THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND
RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the Letter of Assurance of the Company Representative

Kingdom of Cambodia Nation Religion King

Letter of Assurance

I, the undersigned _____, Sex: _____, Age: _____, Nationality: _____, with permanent residence at # _____, St. _____, Village: _____, Commune/Sangkat: _____, Municipality/District/Khan: _____, Capital/Province: _____, holding Khmer Identity Card/Passport No. _____ with the Date of Expiry: _____, as the representative of the company:

_____, hereby assure that while performing the role of a construction certifier, my company shall:

1. abide by the laws and relevant legal norms;
2. follow existing technical regulations;
3. practice independently and in accordance with the code of conduct for construction certifiers; and
4. follow the guidelines of and assign the technical director and/or technician(s) to participate in the training sessions on work practice organized by the Ministry of Land Management, Urban Planning and Construction.

Done in _____, Date: _____

**Signature and Name of Representative and
Stamp of the Company**

The Template for the Letter of Assurance of the Technical Director

Kingdom of Cambodia Nation Religion King

Letter of Assurance

I, the undersigned _____, Sex: _____, Age: _____, Nationality: _____, with permanent residence at # _____, St. _____, Village: _____, Commune/Sangkat: _____, Municipality/District/Khan: _____, Capital/Province: _____, holding Khmer Identity Card/Passport No. _____ with the Date of Expiry: _____, hereby assure that I have agreed to perform the role of the technical director of the company: _____, starting from (date) _____.

While performing the role of the technical director, I shall:

1. abide by the laws and relevant legal norms;
2. follow existing technical regulations;
3. practice independently and in accordance with the professional code of conduct in the construction sector and the code of conduct for construction certifiers;
4. not fulfil the role of the technical director or technician of another company; and
5. follow the guidelines of and participate in the training sessions on work practice organized by the Ministry of Land Management, Urban Planning and Construction.

Done in _____, Date: _____

Signature and Name

Having seen and approved

Done in _____, Date: _____

**Signature and Name of Representative
and Stamp of the Company**

The Template for the Letter of Assurance of a Technician

Kingdom of Cambodia Nation Religion King

Letter of Assurance

I, the undersigned _____, Sex: _____, Age: _____, Nationality: _____, with permanent residence at # _____, St. _____, Village: _____, Commune/Sangkat: _____, Municipality/District/Khan: _____, Capital/Province: _____, holding Khmer Identity Card/Passport No. _____ with the Date of Expiry: _____, hereby assure that I have agreed to perform the role of a technician of the company: _____, starting from (date) _____.

While performing the role of a technician, I shall:

1. abide by the laws and relevant legal norms;
2. follow existing technical regulations;
3. practice independently and in accordance with the professional code of conduct in the construction sector and the code of conduct for construction certifiers;
4. not fulfil the role of the technical director or technician of another company; and
5. follow the guidelines of and participate in the training sessions on work practice organized by the Ministry of Land Management, Urban Planning and Construction.

Done in _____, Date: _____

Signature and Name

Having seen and approved

Done in _____, Date: _____

Signature and Name of Representative and Stamp of the Company

ANNEX 7

OF

PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON

THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the List of the Technical Director and Technicians

Kingdom of Cambodia Nation Religion King

Name of company: _____

Commercial registration number: _____ dated _____

Applying for: _____ Construction Certifier License _____ Level: _____

List of the Technical Director and Technicians of the Company

No.	Surname and name	Sex	Position/Role	Degree(s)	Specialization	Experience
1			Technical Director			____ years
2			Technician			____ years
3			Technician			____ years
4			Technician			____ years
5			Technician			____ years
6			Technician			____ years
7			Technician			____ years
8			Technician			____ years
9			Technician			____ years

I hereby declare before the law that the above information is true and correct.

Done in _____, Date: _____

**Signature and Name of Representative and
Stamp of the Company**

ANNEX 8 OF

PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON

THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the License Application Document Checklist for a Professional

Kingdom of Cambodia Nation Religion King

**Ministry of Land Management, Urban Planning and Construction
General Department of Administration One Window Service**

Checklist for Construction Certifier License Application Documents for a Professional

No.	List of documents	Copy required	Copy received	Incorrectness in form
1	License application	1		
2	Khmer Identity Card or passport and visa (duplicated copy)	1		
3	Degree(s) certificate (duplicated copy)	1		
4	Work experience document (duplicated copy)	1		
5	Certificate of registration at a relevant professional board (duplicated copy)	1		
6	Insurance certificate or document verifying a deposit at the National Bank of Cambodia (duplicated copy)	1		
7	Letter of assurance of the professional applicant	1		
8	Work permit (in the case of foreign professional; duplicated copy)	1		
9	Long-term residence document in the Kingdom of Cambodia (in the case of foreign professional; duplicated copy)	1		

Conclusion on the construction certifier license application documents: Sufficient
Insufficient Incorrect in form

Instructions from the One Window Service in the case of insufficient documents and/or incorrectness in form:

Done in Phnom Penh, Date: _____

Signature and Name of Reviewing Official

ANNEX 9

OF

PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON

THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the License Application Document Checklist for a Company

Kingdom of Cambodia Nation Religion King

Ministry of Land Management, Urban Planning and Construction

General Department of Administration One Window Service

Checklist for Construction Certifier License Application Documents for a Company

No.	List of documents	Copy required	Copy received	Incorrectness in form
A. Company-related documents				
1	License application	1		
2	Company statute (duplicated copy)	1		
3	Certificate of commercial registration (duplicated copy)	1		
4	List of the technical director and technicians	1		
5	Insurance certificate (duplicated copy) or document verifying a deposit at the National Bank of Cambodia (duplicated copy)	1		
6	Letter of authorization verifying the legality of the representative agency if the company is established under the law of another country	1		
B. Governor-related documents				
1	Khmer Identity Card or passport and visa (duplicated copy)	1		
C. Technical director-related documents				
1	Khmer Identity Card or passport and visa (duplicated copy)	1		
2	Degree(s) certificate (duplicated copy)	1		
3	Work experience document (duplicated copy)	1		
4	Certificate of registration at a professional board (duplicated copy)	1		
5	Technical director's letter of assurance	1		
6	Work permit (in the case of foreign professional; duplicated copy)	1		
7	Long-term residence document in the Kingdom of Cambodia (in the case of foreign professional; duplicated copy)	1		

D. Technician-related documents				
1	Khmer Identity Card or passport and visa (duplicated copy)	1		
2	Degree(s) certificate (duplicated copy)	1		
3	Work experience document (duplicated copy)	1		
4	Certificate of registration at a professional board (duplicated copy)	1		
5	Technician's letter of assurance	1		
6	Work permit (in the case of foreign professional; duplicated copy)	1		
7	Long-term residence document in the Kingdom of Cambodia (in the case of foreign professional; duplicated copy)	1		

Conclusion on the construction certifier license application documents:

Sufficient

Insufficient

Incorrect in form

Instructions from the One Window Service in the case of insufficient documents and/or incorrectness in form:

Done in Phnom Penh, Date: _____

Signature and Name of Reviewing Official

ANNEX 10 OF
PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON
THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING
AND RENEWING CONSTRUCTION CERTIFIER LICENSE

Sample License for a Professional

Kingdom of Cambodia
Ministry of Land Management, Urban Planning, and Construction
Nation Religion King

No:.....

CONSTRUCTION CERTIFIER LICENSE

Name and Surname..... Sex..... Construction Certifier License No:.....
Date of Birth....., Nationality:..... Class:.....Level:.....
ID/Passport No:..... Dated..... First Issue Date:.....
Permanent Residence..... Valid until:.....
Professional ID No:....., Dated.....

The licensee shall observe and comply with
relevant laws and regulations of the Kingdom
of Cambodia.

Phnom Penh,.....

Minister

[Bar code]

ANNEX 11 OF
PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON
THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND
RENEWING CONSTRUCTION CERTIFIER LICENSE

Sample License for a Company

Kingdom of Cambodia
Ministry of Land Management, Urban Planning, and Construction
Nation Religion King
No:.....

CONSTRUCTION CERTIFIER LICENSE

Company Name..... Construction Certifier License No:.....
Company Registration NoDated..... Class.....Level:.....
Head Office..... First Issue Date:.....
President/CEO..... Valid until:.....
Professional ID No....., Dated.....
Technical Director.....

The licensee shall observe and comply with relevant laws and regulations of the Kingdom of Cambodia.

Phnom Penh,.....

Minister

[Bar code]

ANNEX 12 OF

PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON

THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the Letter of Notification on the Change of Status of a Professional Licensee

Kingdom of Cambodia Nation Religion King

Letter of Notification on the Change of Status of a Professional Licensee

I, the undersigned _____, holding Construction Certifier License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Notification of the change of status of a professional licensee;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** of the change of my status as follows:

- New office address: # _____, St. _____, Village _____ Commune/Sangkat _____, Municipality/District/Khan _____, Capital/Province _____;
- New Email address: _____; New phone number: _____;
- Others: _____;

Please, **Your Excellency Deputy Prime Minister**, kindly be informed.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

Signature and Name

ANNEX 13 OF

PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON

THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the Letter of Notification on the Change of Status of a Company Licensee

Kingdom of Cambodia Nation Religion King

Letter of Notification on the Change of Status of a Company Licensee

I, the undersigned _____, the representative of the company:
_____, holding _____ Construction Certifier
License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Notification of the change of status of a company licensee;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the
Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and
Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** of the change of my company's status as follows:

- Name of company's new governor: _____, Sex: _____;
- New or modified statute dated _____;
- New head office address: # _____, St. _____, Village _____ Commune/Sangkat _____, Municipality/District/Khan _____, Capital/Province _____;
- New Email address: _____; New phone number: _____;
- Changed insurance certificate: _____;
- Changed amount of deposit at the National Bank of Cambodia _____;

Please find the relevant documents in the attachments.

Please, **Your Excellency Deputy Prime Minister**, kindly be informed.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

**Signature and Name of Representative and
Stamp of the Company**

**The Template for the Application for a Company's Technical Director and/or Technician
Replacement**

Kingdom of Cambodia Nation Religion King

Application for a Company's Technical Director and/or Technician Replacement

I, the undersigned _____, the representative of the company:
_____, holding _____ Construction Certifier
License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Application for the replacement of the company's technical director and/or technician(s);

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** that my company has recruited new technical director and/or technician(s) as follows:

1. Mr./Ms. _____, as the new technical director replacing Mr./Ms _____;
2. Mr./Ms. _____, as a new technician replacing Mr./Ms _____;
3. Mr./Ms. _____, as a new technician replacing Mr./Ms _____;
4. Mr./Ms. _____, as a new technician replacing Mr./Ms _____;
5. Mr./Ms. _____, as a new technician replacing Mr./Ms _____;
6. Mr./Ms. _____, as a new technician replacing Mr./Ms _____;
7. Mr./Ms. _____, as a new technician replacing Mr./Ms _____;
8. Mr./Ms. _____, as a new technician replacing Mr./Ms _____;
9. Mr./Ms. _____, as a new technician replacing Mr./Ms _____;

Please find the relevant documents in the attachments.

Please, **Your Excellency Deputy Prime Minister**, kindly approve my application.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

**Signature and Name of Representative and
Stamp of the Company**

The Template for the Application for a New Copy of the License for a Professional

Kingdom of Cambodia Nation Religion King

Application for a New Copy of the License

I, the undersigned _____, holding Construction Certifier License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Application for a new copy of the construction certifier license;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** that I would like to apply for a new copy of the license because of the following reason:

- The license has been lost, torn or damaged;
- The status written in the old copy of the license has been changed:
 - Surname and name of the professional: _____;
 - New office address: # _____, St. _____, Village _____, Commune/Sangkat _____, Municipality/District/Khan _____, Capital/Province _____;
- Others: _____;

Please find the relevant documents in the attachments.

Please, **Your Excellency Deputy Prime Minister**, kindly approve my application.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

Signature and Name

ANNEX 16 OF

PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON

THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the Application for a New Copy of the License for a Company

Kingdom of Cambodia Nation Religion King

Application for a New Copy of the License

I, the undersigned _____, the representative of the company: _____, holding _____ Construction Certifier License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Application for a new copy of the construction certifier license;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** that my company would like to apply for a new copy of the license because of the following reason:

- The license has been lost, torn or damaged;
- The status written in the old copy of the license has been changed:
 - Company name: _____;
 - New head office address: # _____, St. _____, Village _____, Commune/Sangkat _____, Municipality/District/Khan _____, Capital/Province _____;
 - Company's president: _____;
 - Others: _____;

Please find the relevant documents in the attachments.

Please, **Your Excellency Deputy Prime Minister**, kindly approve my application.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

**Signature and Name of Representative and
Stamp of the Company**

The Template for the Application for a License Termination for a Professional

Kingdom of Cambodia Nation Religion King

Application for the Termination of a Construction Certifier License

I, the undersigned _____, holding Construction Certifier License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Application for the termination of a construction certifier license;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** that because _____

I would like to apply for the termination of my construction certifier license.

I hereby declare that I have fulfilled all the obligations created by the contracts to provide my construction certification service, construction quality and safety control work and construction assessment work.

I hereby promise to be responsible for any damage caused by my construction certification work, construction quality and safety control work and construction assessment work.

Please find the relevant documents in the attachments.

Please, **Your Excellency Deputy Prime Minister**, kindly approve my application.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

Signature and Name

The Template for the Application for a License Termination for a Company

Kingdom of Cambodia Nation Religion King

Application for the Termination of a Construction Certifier License

I, the undersigned _____, the representative of the company:
_____, holding _____ Construction Certifier
License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Application for the termination of a construction certifier license;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the
Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and
Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** that because _____

_____,
my company would like to apply for the termination of its construction certifier license.
I hereby declare that my company has fulfilled all the obligations created by the contracts to provide its
construction certification service, construction quality and safety control work and construction
assessment work.
My company hereby promise to be responsible for any damage caused by its construction certification
work, construction quality and safety control work and construction assessment work.
Please find the relevant documents in the attachments.
Please, **Your Excellency Deputy Prime Minister**, kindly approve my application.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

**Signature and Name of Representative and
Stamp of the Company**

ANNEX 19 OF

PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON

THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the Application for a License Renewal for a Professional

Kingdom of Cambodia Nation Religion King

Application for the Renewal of a Construction Certifier License

I, the undersigned _____, holding Construction Certifier License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Application for a renewal of the Construction Certifier License _____ Level _____;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** that my construction certifier license will expire on ____. I would like to apply for a renewal of the construction certifier license.

Please find the relevant documents in the attachments.

Please, **Your Excellency Deputy Prime Minister**, kindly approve my application.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

Signature and Name

ANNEX 20 OF
PRAKAS NO. 033 D.N.S./BR.K DATED 21 JANUARY 2021 ON
THE FORMALITIES AND TIME FRAMES FOR GRANTING, GRANTING A NEW COPY OF, TERMINATING AND
RENEWING CONSTRUCTION CERTIFIER LICENSE

The Template for the Application for a License Renewal for a Company

Kingdom of Cambodia Nation Religion King

Application for the Renewal of a Construction Certifier License

I, the undersigned _____, the representative of the company:
_____, holding _____ Construction Certifier
License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Application for a renewal of the construction certifier license;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the
Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and
Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** that my company's construction certifier license will expire on _____ . I would like to apply for a renewal of the construction certifier license.

Please find the relevant documents in the attachments.

Please, **Your Excellency Deputy Prime Minister**, kindly approve my application.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

**Signature and Name of Representative and
Stamp of the Company**

The Template for the Annual Review Report of a Professional

Kingdom of Cambodia Nation Religion King

Annual Review Report of (year) _____

I, the undersigned _____, holding Construction Certifier License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Annual review report of (year) _____;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** of the annual achievements of my professional practice in construction certification as follows:

1. Construction certification work:
 - Design document _____project(s)
 - Building work _____project(s)
2. Construction quality and safety control work:
 - Residential construction _____project(s)
 - Construction for business purpose _____project(s)
 - Construction and construction equipment _____project(s)
 - Construction with risk _____project(s)
3. Construction assessment work:
 - Residential construction _____project(s)
 - Construction for business purpose _____project(s)

Challenges

1. _____
2. _____

Requests

1. _____
2. _____

I hereby declare that the above report is true and correct.

Please, **Your Excellency Deputy Prime Minister**, kindly be informed.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

Signature and Name

The Template for the Annual Review Report of a Company

Kingdom of Cambodia Nation Religion King

Annual Review Report of (year) _____

I, the undersigned _____, the representative of the company:
_____, holding _____ Construction Certifier
License _____ No. _____ Level _____;

To

Deputy Prime Minister, Minister of Land Management, Urban Planning and Construction

Subject: Annual review report of (year) _____;

Ref: Prakas No. _____ DNS/Br.K dated _____ January 2021 on the
Formalities and Time Frames for Granting, Granting a New Copy of, Terminating and
Renewing Construction Certifier License;

With regard to the abovementioned subject and reference, I would like to respectfully inform **Your Excellency Deputy Prime Minister** of the annual achievements of my company's business practice in construction certification as follows:

1. Construction certification work:
 - Design document _____project(s)
 - Building work _____project(s)
2. Construction quality and safety control work:
 - Residential construction _____project(s)
 - Construction for business purpose _____project(s)
 - Construction and construction equipment _____project(s)
 - Construction with risk _____project(s)
3. Construction assessment work:
 - Residential construction _____project(s)
 - Construction for business purpose _____project(s)

Challenges

1. _____
2. _____

Requests

1. _____
2. _____

I hereby declare that the above report is true and correct.

Please, **Your Excellency Deputy Prime Minister**, kindly be informed.

Please accept, **Your Excellency Deputy Prime Minister**, the assurances of my highest consideration.

Done in _____, Date: _____

Signature and Name of the Report Writer

Having reviewed as correct

Done in _____, Date: _____

Signature and Name of the Technical Director

Having seen and approved

Done in _____, Date: _____

Signature and Name of Representative and Stamp of the Company