

**KINGDOM OF CAMBODIA
NATION RELIGION KING**

(Logo)

Ministry of Economy and Finance

No.: 989 SHV.BrK

Phnom Penh, 28 December 2012

JOINT PROCLAMATION

ON

**THE PROVISION OF PUBLIC SERVICES OF THE MINISTRY OF PUBLIC WORKS
AND TRANSPORT**

**DEPUTY PRIME MINISTER, MINISTER OF ECONOMY AND FINANCE,
MINISTER OF PUBLIC WORKS AND TRANSPORT**

- Having seen the Constitution of the Kingdom Cambodia;
- Having seen the Royal Decree No. NS/RKT/0908/1055, dated 25 September 2008, on the Appointment of the Royal Government of Kingdom of Cambodia;
- Having seen the Royal Kram No. 02/NS/94, dated 20 July 1994, promulgating the Law on the Organization and Functioning of the Council of Ministers;
- Having seen the Royal Kram No. NS/RKM/0196/18, dated 24 January 1996, promulgating the Law on Establishment of the Ministry of Economy and Finance;
- Having seen the Royal Kram No. NS/RKM/0196/03, dated 24 January 1996, promulgating the Law on Establishment of the Ministry of Public Works and Transport;
- Having seen the Royal Kram No. NS/RKM/0508/016, dated 13 May 2008, promulgating the Law on Public Financial System;
- Having seen Sub-decree No. 04 ANKr.BK, dated 20 January 2000, and related Sub-decree on the Organization and Functioning of the Ministry of Economy and Finance;
- Having seen Sub-Decree No. 14 ANKr.BK, dated 03 March 1998, on the Organization and Functioning of the Ministry of Public Works and Transport;
- Having seen Sub-decree No. 82 ANKr.BK, dated 16 November 1995, on the General Regulations of Public Account;
- Having seen the Regulation No. 04 BB, dated 15 November 2006, of the Royal Government on the Strengthening of Governance on Non-taxes Revenue;
- Proclamation No.272 SHV.BrK, dated 17 March 2011, of the Ministry of Economy and Finance, promulgating the Use of Receipts;
- Circular No.005 SHV, dated 17 March 2011, of the Ministry of Economy and Finance, On the Management of Receipts;
- Referring to the necessity of the Ministry of Public Works and Transport and the Ministry of Economy and Finance

HEREBY DECIDE

Article 1: The Ministry of Public Works and Transport is granted the permission to implement the collection of revenues from the public services as for the national budget benefit.

This cluster of public services are detailed on service fee, service period and validity of each type of public services as stipulated in the Annex Table attached with this Joint Proclamation.

Article 2: The Ministry of Public Works and Transport shall publicly display the standardized services, especially in the place where the services are delivered concerning price lists, document forms, and service access procedures in relation with the above revenue collection.

The Ministry of Public Works and Transport shall set up a post where unexpected complaints can be made, especially in the case that the real practice is contrary to standardized services, or exceed emolument beyond what is set or late delivery.

Article 3: The Ministry of Public Works and Transport shall be obligated to collect the revenues, take responsibility for the collected revenues and pay the revenues to the national budget, including account registration on operating income and keeping record of the revenues in chapter, accounts, and sub-accounts of the budget content and issuing revenue slips.

Article 4: Duty assignment on revenue management and collection from public services between central administration of the Ministry of Public Works and Transport and Municipal/Provincial Departments of Public Works and Transport shall be defined by the proclamation of Minister of Public Works and Transport. The Ministry of Public Works and Transport shall submit one copy of this proclamation to the Ministry of Economy and Finance for information and recording the entry of the revenues.

Article 5: Every revenue collection from public service as stated in Annex Table attached with this Joint Proclamation shall use the receipts provided by the Ministry of Economy and Finance, in accordance with the proclamation No.272 SHV.BrK, dated 17 March 2011, promulgating the Use of Receipts and Circular No.005 SHV, dated 17 March 2011, on the Management of Receipts of the Ministry of Economy and Finance.

Article 6: The Ministry of Public Works and Transport shall identify a specific area with standby officers as one window service to satisfactorily deliver the

service to the customers in a timely manner.

- Article 7:** The Ministry of Public Works and Transport shall write a report on the implementation of the monthly and annual revenue to be submitted to the Ministry of Economy and Finance no later than 10th of the following month for monthly report, and no later than 15th January of the following year for annual report.
- Article 8:** The cluster of public services as stipulated in the Annex Table of the Joint Proclamation is subject to change in accordance with the needs by a joint proclamation.
- Article 9:** Any provisions contrary to this Joint Proclamation shall be null and void.
- Article 10:** Secretary General, Chief of the Cabinet, Director General, Directors of Departments and Chiefs of relevant units subordinate to the Ministry of Economy and Finance, and the Ministry of Public Works and Transport shall effectively implement this Joint Proclamation from the date of its signature onwards.

Deputy Prime Minister *(initialed)*
**Minister of Economy and
Finance** *(initialed)*

(signed & stamped)

KEAT Chhon

**Minister of Public Works and
Transport** *(initialed)*

(signed & stamped)

TRAM Iv Tek

CC:

- Secretariat General of Senate
- Secretariat General of National Assembly
- Office of the Council of Ministers
- Cabinet of Samdech Akka Moha Sena Padei Techo **Hun Sen**, the Prime Minister
- National Audit Authority
- Relevant Ministries/Institutions
- Anti-Corruption Unit
- All Municipal/ Provincial Administrations
- Cambodia Chamber of Commerce **"for information"**
- As stated in Article 10 **"for functioning"**
- Chronicles-Archives

Annex Table
Attached to the Joint Proclamation No. 989 SHV.BrK, dated 28 December 2012
On the Provision of Public Services of the Ministry of Public Works and Transport

No.	Description	Service Fee (In Riel)	Period of service provision (Working Days)	Validity	Others
- Vehicle Registration					
1	Motorcycle KTS Co., Ltd (Card +Plate)	78,000	7 days	Permanent	
2	Tricycle KTS Co., Ltd (Card +Plate)	78,000	7 days	Permanent	
3	Registration plate of motorcycle with a trailer (trailer) KTS Co., Ltd (Plate)	58,000	7 days	Permanent	
4	Change registration card (color, machine number) KTS Co., Ltd (Card)	55,000	7 days	Permanent	
5	Transfer registration plate ownership KTS Co., Ltd (Card)	55,000	7 days	Permanent	
6	Duplicate registration plate KTS Co., Ltd (registration plate)	55,000	7 days		
7	Duplicate card KTS Co., Ltd (Card)	60,000	7 days		
8	Third copy of registration plate KTS Co., Ltd (Card)	60,000	7 days		
9	Third copy of card KTS Co., Ltd (Card)	65,000	7 days		

10	Registration of light truck	200,000	7 days	Permanent	
	KTS Co., Ltd (Card +plate)				
11	Registration of heavy truck	250,000	7 days		
	KTS Co., Ltd (Card +plate)				
12	Transfer light truck ownership	160,000	7 days	Permanent	
	KTS Co., Ltd (Card +Plate)				
13	Transfer heavy truck ownership	200,000	7 days	Permanent	
	KTS Co., Ltd (Card + Plate)				
14	Change light truck registration card	140,000	7 days	Permanent	
	KTS Co., Ltd (Card +plate)				
15	Change heavy truck registration card	160,000	7 days	Permanent	
	KTS Co., Ltd (Card + Plate)				
16	Duplicated truck registration card	100,000	7 days		
	KTS Co., Ltd (Card)				
17	Big-sized registration plate	300,000	7 days	Permanent	
	KTS Co., Ltd (Plate)				
- Driving license exam and change, extension of duplicate, third copy of driving license					
1	Examination of motorcycle, type A1-A2	75,000	7 days	5 years	
	KTS Co., Ltd (Card +field)				
2	Re-examination of motorcycle, type A1-A2	65,000	7 days	5 years	
	KTS Co., Ltd (Card +field)				
3	Examination of truck, type B	180,000	7 days	5 years	
	KTS Co., Ltd (Card +field)				
4	Examination of truck, type C, D	190,000	7 days	3 years	
	KTS Co., Ltd (Card + field)				
5	Examination of truck, type E	210,000	7 days	3 years	
	KTS Co., Ltd (Card +field)				
6	Re-examination of truck, type B, C, D, E	140,000	7 days	5 years	
	KTS Co., Ltd (Card +field)				
7	Change-extension of motorcycle license, type A1-A2	40,000	7 days	5 years	

	KTS Co., Ltd (Card)				
8	Change-extension of driving license	60,000	7 days	5 years	
	KTS Co., Ltd (Card)				
9	Duplicate motorcycle license	45,000	7 days	5 years	
	KTS Co., Ltd (Card)				
10	Duplicate driving license	70,000	7 days		
	KTS Co., Ltd (Card)				
11	Third copy of motorcycle license	50,000	7 days		
	KTS Co., Ltd (Card)				
12	Third copy of driving license	80,000	7 days		
	KTS Co., Ltd (Card)				
- Registration of driving school and its branches					
1	Register and grant a permit to run a driving school	3,000,000	10 days	3 years	
2	Extend permit validity of running a driving school	1,200,000	7 days	3 years	
3	Provide or extend permit validity of running driving school branch	800,000	7 days	3 years	
- Granting a permit to run vehicle transportation service					
- Granting a permit to run vehicle transportation service in and across municipalities and provinces					
1	Light truck (below 5 tons)	35,000	2-5 days	1 year	
2	Light truck (from 5 to 10 tons)	40,000	2-5 days	1 year	
3	Heavy truck (over 10 tons)	45,000	2-5 days	1 year	
4	Light passenger bus (below 15 seats)	35,000	2-5 days	1 year	
5	Heavy passenger bus (15 seats up)	40,000	2-5 days	1 year	
6	Student-staff-tourist bus (below 15 seats)	35,000	2-5 days	1 year	
7	Student-staff-tourist bus (15 seats up)	35,000	2-5 days	1 year	
8	Tricycle	15,000	2-5 days	1 year	
9	Motorcycle with a trailer	15,000	2-5 days	1 year	
- Granting a permit for truck/bus to transport goods and passengers across border					
1	Truck and passenger bus	300,000	5 days	1 year	

2	Non-commercial truck	20,000	5 days	1 year	
- Registration and granting a permit to shipping company					
1	Freighter forwarders (national)	1,500,000	10 days	2 years	
2	Cross-border shipping company (international)	1,000,000	10 days	2 years	
3	Extend validity of local shipping company or continue opening offices of their company branch	1,000,000	10 days	2 years	
4	Extend validity of cross-border shipping company	800,000	10 days	2 years	
- Checking technical aspect of vehicle					
1	Tourist bus with 4 seats	70,000	15 minutes	2 years	Imposing a fine of 500 riels/day for being late (30 days after due date)
	CMVIC Co., Ltd				
2	Tourist bus with 5 seats up	80,000	15 minutes	2 years	
	CMVIC Co., Ltd				
3	Truck loading below 1 ton	60,000	15 minutes	2 years	
	CMVIC Co., Ltd				
4	Truck loading below 2 tons (2A)	90,000	15 minutes	1 year	
	CMVIC Co., Ltd				
5	Truck loading from 2 to 5 tons (3A)	95,000	15 minutes	1 year	
	CMVIC Co., Ltd				
6	Truck loading from over 5 to 10 tons (3A)	100,000	15 minutes	1 year	
	CMVIC Co., Ltd				
7	Track loading over 10 tons (3A)	110,000	15 minutes	1 year	
	CMVIC Co., Ltd				
8	A passenger bus from 9 to 14 passengers (2A)	90,000	15 minutes	1 year	
	CMVIC Co., Ltd	95,000	15 minutes	1 year	
9	A passenger bus limited to 15 passengers (2A)	95,000	15 minutes	1 year	Imposing a fine of 3000 riels/day for being late (30 days after due
	CMVIC Co., Ltd				

10	A passenger bus from over 15 to 19 passengers (3A)	100,000	15 minutes	1 year	date)
	CMVIC Co., Ltd				
11	A passenger bus from 20 passengers up (3A)	110,000	15 minutes	1 year	
	CMVIC Co., Ltd				
12	New light truck and tourist bus (2A)	50,000	15 minutes	2 years	- Imposing a fine of 2000 riels/day for being late for truck
	CMVIC Co., Ltd				
13	New heavy truck and passenger bus (3A)	55,000	15 minutes	2 years	- Imposing a fine of 3000 riels/day for being late for passenger bus (30 days after due date)
	CMVIC Co., Ltd				
14	All brand-new types of Tourist bus	40,000	15 minutes	4 years	Imposing a fine of 500 riels/day for being late (30 days after due date)
	CMVIC Co., Ltd				
15	Tricycle/motorcycle with a trailer	35,000	15 minutes	2 years	
	CMVIC Co., Ltd				
- Registration and granting a permit to run an automobile garage					
1	Registration and granting a permit to run an automobile garage with a size of bigger than or equal to 250 square meters	400,000	10 days	2 years	
2	Extension of permit validity to run an automobile garage with a size of bigger than or equal to 250 square meters	200,000	7 days	2 years	
3	Registration and granting a permit to run an automobile garage with a size of smaller than or equal to 250 square meters	300,000	10 days	2 years	
4	Extension of permit validity to run an	150,000	7 days	2 years	

	automobile garage with a size of smaller than or equal to 250 square meters				
Public Services of Department of Maritime Service and Merchant Shipping and Provincial Department of Public Works and Transport					
1	- Granting skill capacity certificate to sailor on international marine ship				
	1. Management and operational sailor (commander of ship, chief of steering, second/third chief of steering, chief of mechanic, second/third chief of mechanic, a chief in charge of steering/machine/ electricity, and radio operator	200,000	7 days	5 years	New Proclamation on Procedure for Granting skill capacity certificate to sailor
	2. Assistant sailor (chief of sailor, steering sailor, machine sailor)	120,000	7 days	5 years	
	3. Extension of skill capacity certificate validity (managerial, operational, assistant levels)	80,000	5 days	5 years	
2	- Granting of skill capacity certificate and endorsement to sailor on cross-border ship				
	1. Skill capacity certificate (commander of ship, chief of steering, second chief of steering, chief of mechanic, second/third chief of mechanic	130,000	7 days	5 years	
	2. Certificate of endorsement (endorsement driving license, mechanic endorsement card	50,000	5 days	5 years	
	3. Extension of skill capacity certificate validity	60,000	5 days	5 years	
3	- Granting Skill Capacity Certificate to Coastal Zone Sailor				
	1. First-class ship owner/ mechanic	110,000	7 days	5 years	
	2. Second-class ship owner/ mechanic	100,000	5 days	5 years	
	3. Third-class ship owner/ mechanic	50,000	5 days	5 years	
	4. Extension of skill capacity certificate	40,000	5 days	5 years	

	validity (first, second, third class)				
4	- Granting profession book to shipman				
	1. Granting new book	300,000	7 days	3 years	Customers are required to have medical certificate
	2. Validity Extension	100,000	7 days	2 years	
5	- Granting new ship registration card				
		150,000	10 days	Permanent	
6	- Granting technical check book of the ship				
	1. Cargo ship/ ferry with a loading capacity below 50 tons Cruise ship/ ferry boat below 12 chairs Fishing ship/ tugboat with a capacity below 90 horses	90,000	5 days	1 year	Imposing a fine of 500 riels/ day (30 days after due date)
	2. Cargo ship/ ferry with a loading capacity from 50 to 149 tons Cruise ship/ ferry boat from 12 to 49 chairs Fishing ship/ tugboat with a capacity from 90 to 249 horses	130,000	5 days	1 year	
	3. Cargo ship/ ferry with a loading capacity from 150 to 300 tons Cruise ship/ ferry boat from 50 to 100 chairs Fishing ship/ tugboat with a capacity from 250 to 400 horses	150,000	7 days	1 year	Imposing a fine of 1000 riels/ day (30 days after due date)
	4. Cargo ship/ ferry with a loading capacity over 300 tons	200,000	7 days	1 year	

	Cruise ship/ ferry boat with over 100 chairs Fishing ship/ tugboat with a capacity over 400 horses				
	5. Machine boat, foreign ship, special ship	200,000	7 days	1 year	
	6. State ship	20,000	7 day	1 year	
	7. Cross-border commercial ship	200,000	7 days	1 year	Imposing 2000 riels/ day (30 days after due date)
7	- A permit for commercial ship				
	1. Cargo ship/ ferry with a loading capacity below 50 tons Cruise ship/ ferry boat below 12 chairs Fishing ship/ tugboat with a capacity below 90 horses	90,000	5 days	1 year	
	2. Cargo ship/ ferry with a loading capacity from 50 to 149 tons Cruise ship/ ferry boat from 12 to 49 chairs Fishing ship/ tugboat with a capacity from 90 to 249 horses	150,000	5 days	1 year	
	3. Cargo ship/ ferry with a loading capacity from 150 to 300 tons Cruise ship/ ferry boat from 50 to 100 chairs Fishing ship/ tugboat with a capacity from 250 to 400 horses	200,000	7 days	1 year	

	4. Cargo ship/ ferry with a loading capacity over 300 tons Cruise ship/ ferry boat with over 100 chairs Fishing ship/ tugboat with a capacity over 400 horses	250,000	7 days	1 year	
8	- Changing ship registration card or sailor certificate				
	1. Skill capacity certificate (damaged or lost)	40,000	5 days	Like the previous one	
	2. Ship registration card (damaged or lost)	80,000	5 days	permanent	
	3. Ship registration card (modify ship identity)	150,000	10 days	permanent	
9	- A permit for ship building				
	1. A ship with a loading capacity below 20 tons	200,000	10 days		
	2. A ship with a loading capacity from 20 to 149 tons	260,000	15 days		
	3. A ship with a loading capacity from 150 to 300 tons	400,000	20 days		
	4. A ship with a loading capacity over 300 tons	500,000	20 days		
10	- Establishment of ship building/ repair garage				
	1. A permit for establishment and building	2,000,000	30 days		
	2. A permit for operation	1,600,000	15 days	2 years	
11	- Building local port				
	1. A permit for port establishment	2,000,000	30 days		
	2. A permit for port building	2,000,000	30 days		
	3. A permit for operation	3,000,000	15 days	2 years	
12	- A permit for maritime business				

	1. Service commission	200,000	10 days	1 year	
	2. Maritime shipping company	200,000	10 days	1 year	
	3. Pumping/draining off	1,000,000	10 days	1 year	
Water Transportation					
1	- Granting registration card to water vehicle				
	1- Grant registration card to new water vehicle (Note: ditch/plan/import duty of water vehicle is the responsibility of the owner)	250,000	10 days	Permanent	
	2- Change machine or color or volume or ownership of water vehicle (Note: ditch/volume-modification plan/ stamping is the responsibility of the owner)	100,000	10 days	permanent	
	3- Change duplicate (change water vehicle's name) or third copy of registration card of water vehicle	100,000	10 days	permanent	
2	- Check technical aspect of water vehicle				
	1- Local water vehicle	150,000	07 days	6 months for wooden hull or 12 months for metal hull	
	2- Cross-border water vehicle	400,000	07 days	6 months for wooden hull or 12 months for metal hull	
	3-Ferry boat	100,000	07 days	6 months for wooden hull or 12 months for	

				metal hull	
3	- Business letter for water transportation				
	1- Local water vehicle	200,000	07 days	12 months	
	2- Cross-border water vehicle	400,000	07 days	12 months	
	3- Ferry boat	100,000	07 days	12 months	
4	- Grant driving license/ mechanic card				
	1- Take driving license exam for water vehicle (health check, and prescription is individual responsibility.)	100,000	07 days	3 years	
	2- Take mechanic card exam (health check, and prescription is individual responsibility.)	80,000	07 days	3 years	
	3- Change driving license of water vehicle/ mechanic card (health check, and prescription is individual responsibility.)	80,000	07 days	3 years	
	4- Duplicate/ third copy of driving license of water vehicle/ mechanic card (health check, and prescription is individual responsibility.)	800,000	07 days	2 years	
5	Law on the establishment of construction or repair site of water vehicle, a permit for building/ repairing water vehicle, a permit for port business				
	1- Law on the establishment of construction or repair site of water vehicle (ditch for water vehicle)	500,000	30 days	3 years	
	2- A permit for building/ repairing water vehicle	200,000	30 days	3 years	
	3- A permit for port business	150,000	30 days	1 year	

Note:

- The table of service fee above does not include postage stamp fee.