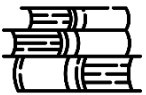




Version 1.0 | 14 December 2021

Cambodia Document Guide

Timber



LIFE - Support EUTR II - LIFE18 GIE/DK/000763

V 4 | Voices for
M F | Mekong Forests 

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What documents are relevant to indicate timber legality in Cambodia?

Key Documents for Cambodia

Below are listed examples of essential documents which can support the mapping of supply chains for traceability purposes or aid in mitigating legal non-compliance risks for timber supply chains within Cambodia.

A description of the document is attached to each image of its contents. It states to whom the document is applicable, who it has been issued and signed by, as well as important considerations when checking the validity of the document as part of the due diligence process.

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Example 1: Contract on the investment in plantation

Name of document: កិច្ចសន្យាស្តីពីការវិនិយោគលើដំណាំដាំ ក្នុងការដាំដំណាំដាំ
Directly translated: កិច្ចសន្យាស្តីពីការវិនិយោគដាំដើមដំណាំដាំ (XX – the applicable timber species) plantation

The document is based on a Prakas of Ministry of Agriculture, Forestry and Fisheries to agree with a company to run its forest plantations in the areas located in certain district and province in Cambodia.

Applicable for: Economic Land Concession (ELC).

Purpose and content of document: the ELCs are allocated for cultivating industrial crops, as well as for establishing forest plantations of either native tree species or exotic species such as acacia, eucalyptus and teak.

The contract on the investment of a plantation will be issued only if the legal foundation is in place, as well as if management planning has been conducted.

Prior to obtain a contract on the investment of a plantation, a *Prakas on investment of XX – timber species plantation* shall be obtained from Minister of Agriculture, Forestry and Fisheries (MAFF). The Prakas is to provide the basic legal rights to run a plantation under an ELC allocation. The contract shall be signed between the ELC concession holder and MAFF based on the Prakas and the Approved Master Plan (Exhibit 2). When the ELC areas are issued on natural degraded forestlands, the natural forests should be cleared for land preparation for plantations. Without the Prakas, conversion of natural degraded forests cannot be legally harvested.

The contract will show the concession holder, ELC border delineation, as well as the period of validity of the concession lease (up to 50 years).

Holder of document: Owner of ELC.

Signature required by: Minister of Agriculture, Forestry and Fisheries.

Gaps/limitations: Limitations could be:

- Size of ELC areas on the map would not match the actual areas on the ground;
- The map is drawn in the office and normally without properly ground checking, which causes conflicts between villagers and the concessionaires.

Key considerations when checking the document:

- Check the dates to ensure that the contract is valid
- Ensure that the contract looks authentic:
 - Check Stamp quality
 - Check quality of the paper
- Check the land size to verify that it is consistent with the regulation - meaning that the size should be less than 10,000 ha.
- Crosscheck information with the approved management plan (Exhibit 2).

- Due to the issues with the border delineation and conversion of non-degraded forest, field verification is needed:
 - Do ground checking with standard technology such as Global Positioning System (GPS) and verify the map delineation;
 - Check forest status on the ground whether the natural forests are really degraded as proposed in the contract.

Sample of *Contract on the investment of (XX – timber species) plantation*



Example 2: Approved Master Plan

Name of document: Approved Master Plan (ការឯកភាពលើផែនការរដ្ឋ)

Applicable for: Economic Land Concession

Purpose and content of document: The Approved Master Plan shows the planning and progress to be done during the validity of the ELC contract agreement (example 1). Once the Prakas has been obtained, the master plan (Exhibit 2) shall be developed for the ELC prior to signing the contract (Exhibit 1).

Annual and five-year plans should be described in the Approved Master Plan.

Monitoring and evaluation of the work plans and progresses of the performance of the concessionaires shall be conducted by the officials of MAFF and the Ministry of Economy and Finance.

Holder of document: ELC concessionaires.

Signature required by: the Minister of Agriculture, Forestry and Fisheries.

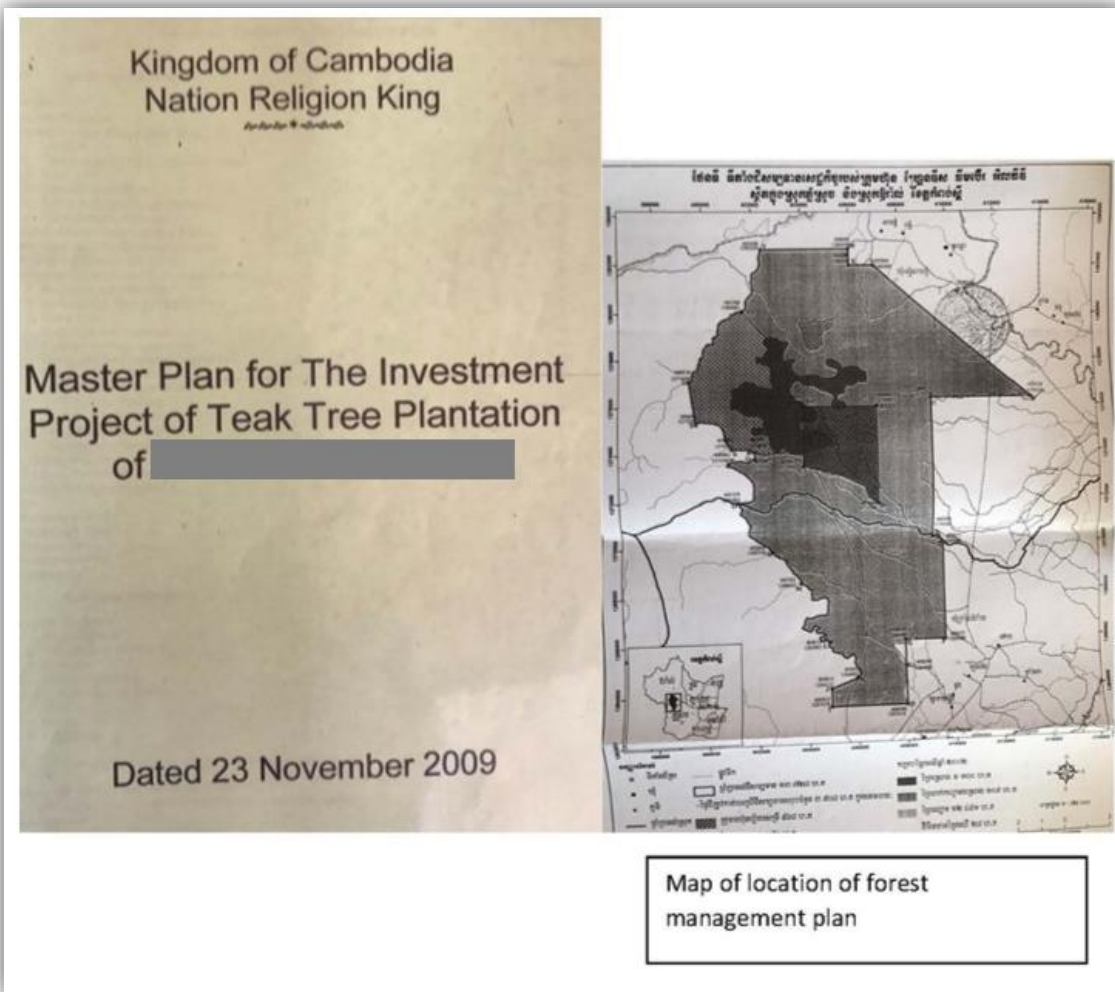
Gaps/limitations: limitations could be:

- There is a risk that the Approved Master Plan is not implemented due to the document being too ambitious for the concessionaire to fulfil the requirements. MAFF might not check the capacity of the concessionaires to fulfil the Master Plan before approving.

Key considerations when checking the document:

- Check appropriate number of target plans based on the capacity of the concession holder (this will require the expert knowledge of Cambodian forestry).
- Check the annually developed company progress report to ensure that the Approved Master Plan is implemented as planned.

Sample document of approved Master Plan



Map of location of forest management plan

Example 3: Customs Permit (for export)

Name of document: Customs Permit (លិខិតអនុញ្ញាតកាត់កែ)

Applicable for: Entities, which export goods from the country.

Purpose and content of document: the customs permit is to show that tax of the exported goods is paid. Without the customs permit, timber cannot be exported. Officials of General Department of Customs and Excise (GDCE); and officials of the Forestry Administration (FA) will jointly check the containers for export and verify that the content matches the information on the custom permit at the point of export. The FA will check that the FA seal is on the outside of the container. With the customs permit in hands, the officials of the GDCE and FA will seal the export timber containers.

Custom permit is related to each individual shipment and valid for 1 month.

The custom permit will show the volumes, quantities, and species of the material for export.

Holder of document: export entities.

Signature required by: Head of the General Department of Custom and Excise.

Gaps/limitations:

- There is a risk of falsifying the timber volume/quantity/species on the custom permits
 - There is no third party allowed to verify the volumes/quantities/species of the exported timber and the information shown on the customs permit.

Key considerations when checking the document:

- Does the volumes, quantities and species inside the export container match the volumes, quantities and species declared on the customs permit?
- Ensure the duration of the customs permit is valid for the timber exported.
- Ensure the "seal" is unbroken before export of the timber.

Sample of Customs Permit for Export of Goods

ព្រះរាជាណាចក្រកម្ពុជា
KINGDOM OF CAMBODIA
ជាតិ សាសនា ព្រះមហាក្សត្រ
NATION RELIGION KING

អគ្គនាយកដ្ឋានពន្ធដារស្នាក់នៅ
GENERAL DEPARTMENT OF CUSTOMS AND EXCISE

លេខ : [REDACTED] HHI
N° [REDACTED]

លិខិតអនុញ្ញាតនាំចេញ (នាំចេញ)
Customs Permit

ផ្តល់ជូន
Issue to
អាសយដ្ឋាន
Address
ថាវិទ្យា
Date

កម្រិត
Value
1000.000

តាមមាត់ព្រែក
Through Checkpoint
រូបភាព
Image
1000.000

កូដនីតិវិធី
Customs Procedure Code
169/1554.57

សំគាល់
References
019 ពល. ៣៤៤

លិខិតនេះមានតម្លៃចាប់ពីថ្ងៃទី 14 03 11 ដល់ថ្ងៃទី 14 04 11
Valid From

ភ្នំពេញ ថ្ងៃទី 14 ខែ 3 ឆ្នាំ 2011
Phnom Penh DD MM YY

ប្រតិភូរាជរដ្ឋាភិបាល
ព្រះរាជាណាចក្រកម្ពុជា
Royal Government
General Department of Customs and Excise

Source: (available from Land and Forest Program Unit, NGO Forum)

Example 4: Transport permit for import or export of wood products (PC-IMEX)

Name of document: PC-IMEX / PC/B. (កម្មវិធីអាជ្ញាប័ណ្ណដឹកជញ្ជូនអនុញ្ញាតនាំចេញទំនិញទៅក្រៅប្រទេស)

Applicable for: Wooden goods allowed for export.

Purpose and content of document: the permit is required to track the timber from the sawmill/processing facility to the destined international port of export. The PC-IMEX is issued at the sawmill, and the timber transported is subject to control by government officials along the route of transport. It describes the name of the document holder, country of origin, amount of timber (or type of wood products) in cubic meter, destination of the international port of export and importing country.

Note that both the PC-IMEX and an export license is required for export.

Holder of document: export entities or companies.

Signature required by: Minister of Commerce and Co-signature by Head of Forestry Administration.

Gaps/limitations:

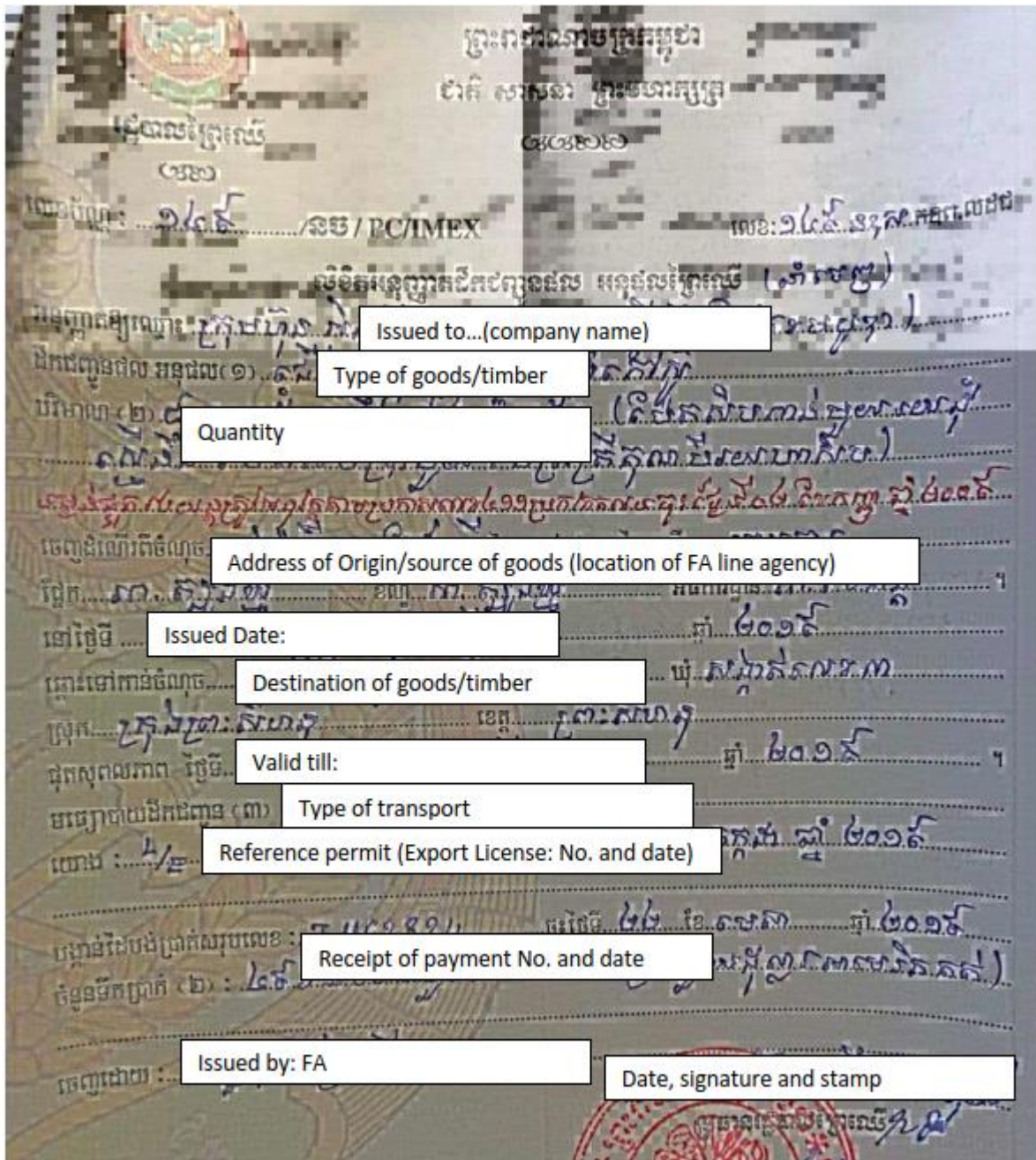
- When the PC-IMEX is issued the documentation issued prior to the PC-IMEX is checked. However, the officials do not necessarily conduct control of the forest origin, and the document is therefore not a prove of origin.
- There is a risk of falsifying the timber information on the PC-IMEX.
 - There is no third party allowed to verify the information of the PC-IMEX.

Key considerations when checking the document:

- Is the permit valid?
- Is the volume (cubic meter) of the wood product correct?
- Is the destination shown on the permit and does it correspond with the route of transport?
- Is the name of the driver shown on the permit and correspond with the person's ID?

Sample of PC-IMEX:

Note: Only a low-quality example was possible to obtain. The example gives an indication of the structure of the document and information included.



Example 5: Approval for Validity Extension and Relocation of the Sawmill

Name of document: Approval for validity extension and relocation of the sawmill.

This document can also be used as timber processing registration certificate (វិញ្ញាបនបត្រចុះបញ្ជីរោងកែច្នៃ).

The foundation for the document is the Prakas of Ministry of Agriculture, Forestry and Fisheries to allow a company (*NAME*) to extend its legal processing activities in (XX) district, (XX) province, Cambodia.

Applicable for: Timber processing activities.

Purpose and content of document: the Prakas allows the company to carry out timber processing. The permit shall be renewed annually, and the company is required to submit its new extension application one-month prior to the expiry date of the Prakas. The document contains the following information:

- The Prakas gives rights to the company to process timbers from natural forests (a separate certificate is issued for processing of plantation timber);
- The location of the timber processing sawmill is indicated in specific sites with;
- The company had been allowed to continue its timber processing activity for one more year.

Holder of document: timber processing company.

Signature required by: Minister of Agriculture, Forestry and Fisheries.

Gaps/limitations:

- The volume/quantity of timbers that the processing facility can process is not shown in the Prakas.
- Specific requirement of laboring standard within the sawmill/processing facility is not shown.

Key considerations when checking the document:

- Check the date of the document. Is the Timber Processing Registration Certificate valid?
- Does the document correspond to the correct company name and the correct type of processing?
- Is the document signed by MAFF as required?
- Can timber input from legal sources be verified?
- Is the volume/quantity of timber used for processing consistent with the volumes stated on the PC-1 (transport permit for logs from forest to processing facility)?
- Where are the sawn timbers sold to?
- Have the been PC-2 obtained prior to transport of sawn timbers?
- Do the amount of timbers match with the allowed volumes shown on the PC-2?

Example 6: Transport Permit (PC – 1)

Name of document: Transport Permit (PC-1) លិខិតអនុញ្ញាតដឹកជញ្ជូន (PC -1)

Applicable for: transport of round timber from forest to sawmill.

Purpose and content of document: The permit is required to track the timber from forests to sawmill. The PC-1 is valid only within local-one province. The permit is issued by Head of Forestry Administration Cantonment of the same province. The permit includes the name of the document holder, amount of round timber in cubic meter, place of forest origin, and destination of sawmill.

Holder of document: transportation entities or companies.

Signature required by: Head of Forestry Administration Cantonment.

Gaps/limitations:

- There is a risk of falsifying the round timber information (volume) on the transport permits.

Key considerations when checking the document:

- Is the permit valid?
- Is the volume (cubic meter) of the round timber correct?
- Is the destination shown on the permit and does it correspond with the route of transport?
- Is the name of the driver shown on the permit and correspond with the person's ID?

Example 7: Transport Permit (PC – 2)

Name of document: Transport Permit (PC-2). លិខិតអនុញ្ញាតដឹកជញ្ជូន (PC -2)

Applicable for: transport of processed timbers throughout the country.

Purpose and content of document: the permit is required to track the timber from the sawmill/processing facility to the point of destination within the country. The permit is issued at the sawmill and the timber transported is subject to control by government officials along the route of transport. It describes name of document holder, amount of timber in cubic meter, place of origin (normally name of timber depot) and destination.

Holder of document: transportation entities or companies.

Signature required by: Head of Provincial Department of Agriculture, Forestry, and Fisheries.

Gaps/limitations:

- There is a risk that the timber information on the transport permits has been falsified.

Key considerations when checking the document:

- Is the permit valid?
- Is the volume (cubic meter) of the wood product correct?
- Is the destination shown on the permit and does it correspond with the route of transport?
- Is the name of the driver shown on the permit and correspond with the person's ID?

Sample of Transport Permit: PC - 2

ព្រះរាជាណាចក្រកម្ពុជា
ជាតិ សាសនា ព្រះមហាក្សត្រ
២៥៦៦៦

អនុក្រឹត្យ រដ្ឋប្រហារ ថ្ងៃទី១៣ ខែសីហា ឆ្នាំ២០១៧
២៥៦៦

ផ្ទៃកម្រិតដីប្រើប្រាស់: ៣០០
លេខប័ណ្ណ: **០០១១៣៧១** / ១ / PC/B លេខ: ០៩៣ ជ.ព.ល.ជ

លិខិតអនុញ្ញាតដឹកជញ្ជូនស អនុល្លៃព្រៃឈើ

អនុញ្ញាតឱ្យឈ្មោះ: Name of the Permit holder and the XX name of company
ទឹកដីក្នុងតំបន់ អនុល្លៃ(១): ៤១ The amount of sawn timber and timber class 1 ១៧៤៤ ម៉ែត្រ
ប្រភេទឈើ (២) ក្រដាស ក្រដាស ក្រដាស ក្រដាស ក្រដាស ក្រដាស ក្រដាស ក្រដាស ក្រដាស ក្រដាស ក្រដាស
ចេញដំណើរពីថ្ងៃទី: ០៩/០៩/២០១៧ ខែ: ០៩ ឆ្នាំ: ២០១៧
ចេញដំណើរនៅ: ១៨ ខែ: ០៩ ឆ្នាំ: ២០១៧
ចេញដំណើរដោយ: ១៨ ខែ: ០៩ ឆ្នាំ: ២០១៧
បណ្តោះអាសន្ន: ១៨ ខែ: ០៩ ឆ្នាំ: ២០១៧
ចេញដំណើរដោយ: ១៨ ខែ: ០៩ ឆ្នាំ: ២០១៧
តាមផ្នែកជញ្ជូនស អនុល្លៃព្រៃឈើ ក្រសួងកសិកម្ម រុក្ខាប្រមាញ់ និងនេសាទ

Head of Provincial Department of Agriculture,
Forestry and Fisheries

(១) ភ្នាក់ងារជាមួយស្រូវរក្សា
(២) សរសេរលេខ និងអក្សរ
(៣) មធ្យោបាយដឹកជញ្ជូនត្រូវបញ្ជាក់ចំនួន និង លេខសម្គាល់ដោយផ្អែកលើកម្រិតដីប្រើប្រាស់

Source: Koh Santepheap (local newspaper). [Online]. Available at: <https://kohsantepheapdaily.com.kh/article/881787.html?fbclid=IwAR0FOqQ6MbXye8syWsEvG7W8kH7BBhagcp9FSKVANmHOjYn-V3n95K6SJSI> (Accessed on 16 August 2019).

Abbreviations

ELC	Economic Land Concessions
PC 1	Permit de Condure-1 (transport permit)
PC 2	Permit de Condure-2 (transport permit)
PC-IMEX	Permit de Condure – Import/Export
FA	Forestry Administration
GPS	Global Positioning System
GDCE	General Department of Customs and Excise
MAFF	Minister of Agriculture, Forestry and Fisheries

About LIFE Legal Wood

[LIFE Legal Wood](#) is an initiative supporting the wood and wood products industries across Europe with knowledge, tools and training in the requirements of the EU Timber Regulation. Knowing the source of origin for your timber product is a legal requirement that benefits for the environment and competition. The initiative is funded by the LIFE programme of the European Union.



LIFE - Support EUTR II - LIFE18 GIE/DK/000763



Preferred by Nature (formerly NEPCo) is an international non-profit organisation working to support better land management and business practices that benefit people, nature and the climate.

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