

Handbook on Export Procedures

Practical Guide for Small and Medium Enterprises in Cambodia

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Acronyms

ADF	Administration Fee
ASEAN	Association of Southeast Asian Nations
AWB	Airway Bill
BOL	Bill of Lading
CCT	CAMCONTROL
CDC	Council for the Development of Cambodia
CITES	Convention on International Trade in Endangered Species of Wild Fauna & Flora
CO	Certificate of Origin
DAALI	Department of Agronomy and Agricultural Land Improvement
EBA	Everything But Arms Initiative
EMF	Export Management Fee
FDI	Foreign Direct Investment
BLTD	Bilateral Trade Department
GMAC	Garment Manufacturers Association in Cambodia
GSP	Generalized System of Preferences
ILO	International Labor Organization
INCOTERMS	International Commerce Terms
MAFF	Ministry of Agriculture, Forestry and Fisheries
MCFA	Ministry of Culture and Fine Arts
MFN	Most Favored Nations
MOC	Ministry of Commerce
NGO	Non-governmental Organization
PAS	Sihanoukville Autonomous Port
SEZ	Special Economic Zone
SME	Small and Medium Enterprise
SPS	Sanitary and Phytosanitary
SSI	Single Stop Inspection System
SWI	Single Window Inspection
TPSD	Trade Preference Systems Department
WTO	World Trade Organization

Foreword

The private sector drives the economy of Cambodia, creating more than 90% of total employment. The Royal Government of Cambodia recognizes that the private sector is the engine for growth and poverty reduction. The Royal Government's rectangular strategy emphasizes that a conducive business environment is the key to promoting the private sector and encouraging greater investment.

Samdech Akka Moha Sena Padei Techo Hun Sen, the Prime Minister of Cambodia, established the Government-Private Sector Forum (G-PSF) in the year 1999 in order to foster a regular dialogue between the private sector and the government, and to contribute to improving the business environment. Eight G-PSF working groups provide the private sector with the opportunity to raise concerns with the government and seek solutions.

Through this process the G-PSF's Manufacturing and Small and Medium Enterprise and Export Processing and Trade Facilitation Working Groups raised the concern that small and medium enterprises (SMEs) are not sufficiently aware of the export procedures for their products. This lack of information makes it difficult for SMEs to take advantage of export opportunities.

In response to this concern, the Ministry of Commerce, in collaboration with the International Finance Corporation's Mekong Private Sector Development Facility (IFC MPDF), prepared this export handbook which explains the export procedures respective government agencies require for a wide range of products.

This handbook provides clear and concise information on government export procedures in a user-friendly format suited to SMEs with little export experience. These include the procedures at the five main export points in Cambodia, including Bavet, Poipet, Sihanoukville port, Phnom Penh port, and Pochentong International Airport. In addition to general procedures that apply to all exports, this handbook also explains the requirements for obtaining Certificates of Origin, export licenses, and other export certificates from various ministries.

The Ministry of Commerce is grateful to IFC MPDF for the technical and financial support required to prepare this handbook and to all concerned government agencies for their outstanding cooperation in the editing exercise. I hope that this handbook will assist Cambodia's SMEs to gain better access to international markets and will prove to be a useful resource that contributes to enterprise growth and economic development.



Cham Prasidh
Senior Minister
Minister of Commerce

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H.E. Cham Prasidh, Senior Minister and Minister of Commerce initiated and provided support for coordinating the development of this handbook. The Senior Minister provided valuable leadership to make sure that sufficient consultation was held with stakeholders to ensure the quality and relevance of the Export Handbook.

Like many other research endeavors, this Export Handbook was the result of the efforts of many individuals. Production of this handbook would not have been possible without the active participation and support from the Trade Promotion Department (TPD) of the Ministry of Commerce. Mark Taylor and Srun Sroy of Emerging Markets Consulting were the lead authors.

Our colleagues at IFC MPDF worked tirelessly to develop the handbook and ensure its quality. Khy Touk took the lead in developing and managing the production of the Export Handbook, under the supervision of Soneath Hor and Charles Schneider. James Phillip Brew, former Manager of the Government-Private Sector Forum Project, private sector representatives of M&SME WG and ExPr & TF WG and officials of relevant ministries provided valuable comments and insights throughout the research and drafting. Ann Bishop provided editorial assistance to make the handbook more accessible to the public at large.

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Who should use the Export Handbook?

The SME Export Handbook is published for the benefit of all business people, especially small and medium enterprises (SMEs), operating in the Kingdom of Cambodia. All parties engaging in export activity, however, will hopefully find the content useful. The handbook captures the current official export process at key Cambodian land, water and air export locations and provides additional considerations for a successful export business.

The goal of the SME Export Handbook is threefold:

1. To provide a clear step-by-step guide for new and established exporters,
2. To reduce misconceptions about the complexity of exporting, and
3. To open the world of exporting to the private sector.

Pre-export considerations

The typical export process requires up-front planning for many of the initial steps. Exporters should always give consideration to the documents required and matters related to:

- Sales contract
- Shipping terms
- Shipping documentation
- Freight forwarders and customs brokers
- Packaging and labeling
- Permits, licenses and certificates
- Taxes
- Certificate of Origin

1) The sales contract



When negotiating an international sales contract, the terms of sale can be just as important as the sales price. From origin to destination, the goods you are shipping will likely involve several different parties and several modes of transportation. The buyer and seller therefore need to be clear at each stage regarding who takes responsibility and risk and who pays any associated charges and fees while the merchandise is in transit.

Contract issues to consider:

- When does the transfer of ownership/title take place?
- What am I liable for?
- Who pays for charges or taxes that arise during transit?
- What if the shipment is lost or damaged?

To address these types of questions, exporters use standard international shipping terms and have sales contracts that are as clear, precise and comprehensive as reasonably possible. At a minimum, the terms and conditions of your sales contract should specify:

■ Who is involved (The parties to the contract)	■ License and permit requirements (Who is responsible for obtaining import or export licenses and permits)
■ What is being exported (Details of the goods being provided)	■ Payment instructions and terms (Purchase price of the goods and terms of payment)
■ Ownership/Responsibility (Where transfer of title to the goods takes place)	■ Warranty and guarantees (Warranty and/or maintenance terms and conditions)
■ Contract details (The contract's validity conditions)	■ Insurance and taxes (Who is responsible for paying insurance and taxes)
■ Cancellation terms (What to do if the buyer defaults or cancels)	■ Timing (The contract completion date)

2) Using International Commerce Terms

International Commerce Terms (“Incoterms”) are basic terms for international sales contracts. They make international trade easier, ensure that sellers and buyers in different countries understand one another and can minimize potential misunderstandings. Incoterms also clearly define when responsibility and risk transfers from the seller to the buyer and who pays charges and when.

Table 1: Incoterms¹

CFR Cost and Freight	International carriage is paid by the seller. The exporter pays the costs of the freight and transportation to get the goods to the named destination. The risk of loss or damage is assumed by the buyer once the goods are loaded at the port of departure.
CIF Cost, Insurance and Freight	International carriage is paid by the seller. The exporter pays for the costs of the freight, insurance and miscellaneous charges from the point of origin to destination.
CIP Carriage and Insurance Paid	International carriage is paid by the seller. The exporter pays for the transportation costs and insurance to the named place or port of destination. The term is used for air or ocean containerized shipments.
CPT Carriage Paid To	International carriage is paid by the seller. The exporter pays for the transportation costs to the named place or port of destination. The term is used for air or ocean containerized shipments.
DAF Delivered at Frontier	The exporter assumes responsibility for delivering the goods to the named place of destination by land. The buyer is responsible for unloading.
DDP Delivered Duty Paid	The exporter assumes responsibility for delivering the goods, paying duty and risk of damage or loss to the named place of destination. The buyer pays for unloading.
DDU Delivered Duty Unpaid	The exporter assumes responsibility for delivering the goods and risk of damage or loss to the named place of destination. The buyer is responsible for paying duty, unloading and clearing import.
DEQ Delivered Ex-Quay	The exporter assumes responsibility for delivering the goods to the buyer at the named port of destination. The buyer is responsible for unloading and clearing import. This term is used for ocean shipments only.
DES Delivered Ex-Ship	The exporter makes the goods available to the buyer at the named port of destination. The buyer is responsible for unloading. This term is used for ocean shipment only.
EXW Ex-Works	States the place where the shipment is available to the buyer. The seller is not responsible for loading the goods. The buyer assumes all responsibility for transportation.
FAS Free Alongside Ship	International carriage is NOT paid by the seller. The exporter delivers the goods to named ocean port of shipment and is responsible for the unloading and wharf fees. The buyer is responsible for loading aboard the vessel, ocean transportation, and the ocean cargo insurance.
FCA Free Carrier	International carriage is NOT paid by the seller. The exporter is responsible for delivering goods into the custody of the international carrier or agent, not loaded. The risk of loss/damage is transferred to the buyer at this time.
FOB Free on Board	International carriage is NOT paid by the seller. The exporter is responsible for placing the goods on board the vessel at the port of shipment. The buyer assumes responsibility for ocean transportation and insurance.

¹ Note: CIP, CPT, DAF, DDP, DDU and EXW are commonly used for any mode of transportation. CFR, CIF, DEQ, DES, FAS and FOB are used for sea and inland waterways.

Table 2: Incoterms – Buyer / Seller Responsibility

	EXW Ex-Works	FCA Free Carrier	FAS Free Alongside Ship	FOB Free On - Board Vessel	CFR Cost & Freight	CIF Cost Insurance & Freight	CPT (1) Carriage Paid to	CIP (1) Carriage & Insurance Paid to	DAF Delivery At Frontier	DES Delivered Ex-Ship	DEQ Delivered Ex-C Quay Duty Unpaid	DDU Delivered Duty Unpaid	DDP Delivered Duty Paid
	Who Pays	Who Pays	Who Pays	Who Pays	Who Pays	Who Pays	Who Pays	Who Pays	Who Pays	Who Pays	Who Pays	Who Pays	Who Pays
SERVICE													
Warehouse storage at point of origin	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Warehouse labor at point of origin	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Export packing	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Loading at point of origin	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Inland freight	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Port receiving charges	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Forwarders fee	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Loading on ocean carrier	Buyer	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Consular freight charges	Buyer	Buyer	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Charges at foreign Port/Airport	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Customs, Duties & Taxes abroad	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Seller
Delivery charges to final destination	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Seller

3) Preparing your shipping documents

Exporters should become familiar with the shipping documents required for an export sales transaction. These documents are essential for moving goods through the channels of distribution, transferring possession and responsibility, clearing product through customs and facilitating payment. Incomplete, missing or incorrectly filled out paperwork delays the export process and adds costs to the exporter.

The following is an overview and description of shipping documents typically used in the export process.

Shipping documents prepared by you or your freight forwarder:

■ Airway Bill	An Air Waybill is issued by an airline when goods are received for transport. The waybill travels with the cargo.
■ Authorization Letter	An Authorization Letter allows a freight forwarder or authorized agent to export goods on the seller's behalf.
■ Bill of Lading	A Bill of Lading is a contract between the seller and the carrier, typically prepared by the carrier or forwarder. The buyer usually needs an original copy as proof of ownership to take possession of the goods.
■ Commercial Invoice	A Commercial Invoice is essentially a bill for goods from the seller to the buyer. The document is prepared by the exporter or freight forwarder and provides information about the transaction including description of goods, address of shipper and seller and delivery and payment terms. It is also used as a basic document in determining the customs duty.
■ Insurance Certificate	An Insurance Certificate is a document prepared by the exporter or freight forwarder that provides evidence that insurance will cover the loss of or damage to the goods during transit.
■ Packing List	A Packing List is an itemized list describing the quantity and type of merchandise in a shipment. It includes the type of package, such as a box, crate, pallet, drum, carton or container and the dimensions and weight. Customs officials will use this list to check the cargo and buyers will use it to inventory merchandise received.

Export documentation issued by Customs and other relevant Ministries:

■ Certificate of Origin	A Certificate of Origin (CO) certifies that the products being exported are produced or manufactured in the country of origin as stated on the CO. This is an important document to the buyer and seller and the Customs authorities as it affects tariffs and quotas applied between countries for specific product.
■ Customs Declaration	A Customs Declaration is the declaration that is used for import and export procedures as stated in the law.
■ Export License	An Export License is a goods management license for export for reasons of health, safety, security or the environment.
■ Export Permit	An Export Permit is a legal document that is necessary for the export of goods controlled by relevant Government authorities.

SME Hints

- Before exporting, consider faxing all documents to your customer to give them an opportunity to review. You will then have sufficient time to manage modifications if changes are needed.
- Make sure that at least one complete set of documents is left behind and is accessible in the unlikely event that the originals are lost.
- Make sure your documents are correct and complete before you submit them the first time. Incomplete or incorrect documents may cause shipping delays.

4) Freight forwarders and customs brokers

Freight Forwarders are service companies that handle all aspects of export shipping for a fee. They act as the exporter's agent and can improve delivery time and customer service. Additional advantages of using a freight forwarder include:

- Providing customized services for physical transportation of goods
- Advising on rates and routing
- Offering assistance with packing and documentation
- Arranging consolidations or full container movements
- Offering Customs clearance services
- Providing quotes on insurance and freight

There are over 100 freight forwarding companies in Cambodia. Freight forwarders often do not own their own trucks but hire transport and contract with local brokers as needed. In general, these companies provide quality services at competitive prices.

Customs Brokers prepare customs documentation and clear goods through customs. There are approximately 110 customs broker companies in Cambodia, excluding the large number of individuals independently performing these services. As there is little regulation or public authority oversight of the sector and quality of service, professionalism can vary considerably.



Choosing a Freight Forwarder or Customs Broker

While the main function of freight forwarders is to pick up, transport, and deliver cargo and the main function of customs brokers is to clear cargo through customs, there is often significant overlap in the services the two provide. Both tend to be facilitators—a customs broker may provide a freight forwarding service and a freight forwarder may offer customs brokering services.

The decision to use a customs broker or freight forwarder will largely depend on whether you think you have the expertise and time to carry out the process yourself. If you are new to exporting, consider

using a customs broker or freight forwarder for your first few shipments. It can save time and money and help you become familiar and confident with the export process. It should also alert you to any unofficial processes and payments that might be involved.

Exporter Hints

If you decide to use a freight forwarder or a customs broker, you should:

- Understand the essentials of the document preparation needed.
- Review the prepared documents.
- Talk with other exporters and learn about their experiences.
- Compare service offered and pricing of several candidates.
- Find out about all fees that you might have to pay.
- Ask the freight forwarder/broker if they have experience with handling your type of export.

5) Packaging and labeling your goods

When packaging and labeling goods for export, you will want to consider:

- The type of goods,
- How they will be shipped, and
- Dangers that the shipment may encounter while in transit.

It is in your best interest to pack the shipment securely. Insufficient or unsuitable packing can result in damaged goods that the buyer won't accept. Additionally, the buyer may not purchase from you again and your insurance may not provide coverage for the loss/damage.

In order for goods to arrive at your customer's door on time and without problem:



Packaging

- Assume that the package will have repeated loading and unloading.
- Package to survive poor roads and rough cargo handling.
- Plan for extreme weather conditions that might be endured during transit, handling and storage.
- Remember that proper packaging can reduce the risk of theft during transit.



Labeling

- Labels should be large, clear and waterproof.
- Shipping information should appear on at least 3 sides of the package and state:
 - Port of destination
 - Name, address and phone number of consigned
 - Any necessary cautionary labels (e.g. "Fragile")
- Include transit instructions and package dimensions and weight

6) Licenses, permits, authorization and certificates

Exporters must provide additional documentation for items that the Royal Government of Cambodia has determined to be sensitive or that are monitored for trade purposes.

The table below lists the types of licenses, permits or certificates that are required to export certain items and the government authority where they can be obtained.

Note: New handicraft items and silk goods do not require additional documentation except if they involve silverware or are an art and cultural heritage product (outlined below).

Table 3: Licenses, Permits and Certificates

	Type of Goods	Documentation	Government Authority
Export License 	Unprocessed Rubber	- Export License (Valid: 60 days)	- Ministry of Commerce, Bilateral Trade Dept.
	Processed Wood and Non-timber Forest Products	- Export License (Valid: 60 days) - Permit Letter	- Ministry of Commerce - Ministry of Agriculture, Forestry and Fisheries - Council of Ministers
	Sand	- Export License (Valid: 60 days)	- Ministry of Commerce Bilateral Trade Dept.
Certificates 	Raw Fruit, Vegetables, Plants and Agricultural Materials (includes pesticides, fertilizers, seed and seedling materials, feed additives)	- Customs and Excise Permit - Sanitary and Phytosanitary Certificate (SPS)	- Customs House - Ministry of Agriculture, Forestry and Fisheries
	Garments	- Certificate of Origin (Valid: 6 months)	- Ministry of Commerce
	Drugs and Medicines	- Certificate, Ministry of Health (Valid: 5 years)	- Ministry of Health
	Live Animals	- Animal Health Certificate or CITES Certificate (Valid: 5 years)	- Ministry of Agriculture, Forestry and Fisheries
Authorization and Permit 	Art and Cultural Products	- Authorization - Permit Letter (Valid: 1 year)	- Ministry of Culture and Fine Arts
	Fish, Crustaceans, Mollusks and Other Aquatic Products	- Transportation Permit Letter - Certificate of Origin - Customs Permit	- Ministry of Commerce - Ministry of Agriculture, Forestry and Fisheries - Customs House
	Jewelry, Silverware and Uncut or Unprocessed Precious Stones	- Permit Letter (Valid: 1 year)	- National Bank of Cambodia

7) Export tax

There are five categories of goods that are subject to export taxes:

1. Unprocessed Rubber
2. Uncut (unprocessed) Precious Stones
3. Processed Wood
4. Fish and Crustaceans, Mollusks and Other Aquatic Products
5. Sand

The duty rate for these goods fall into the following categories:

Table 4: Export Tax

	Export Goods	Duty Rate	Details
	Natural Rubber	10%	
	Processed Wood and Non-timber Forest Products	5% and 10%	There are over eight types of wood and many subcategories. Duty rate is determined by the wood type and amount of processing.
	Fish and Crustaceans, Mollusks and Other Aquatic Products	10%	
	Uncut (unprocessed) Precious Stones		
	Sand		

8) Certificate of Origin



A Certificate of Origin (CO) is a document that certifies where a product originated from.

COs are often required by both importing and exporting countries because of established trade arrangements. Product classification, origin and original status determine eligibility for preferential treatment and the specific duty rate assessed by the importing country.

In Cambodia, COs typically allow exporters to take advantage of the preference system of the importing countries, such as GSP or MFN schemes. Exporters therefore need to plan in advance if the buyer or importing country requires a CO.

Steps to Determine CO Requirements for a Particular Country



Table 5: How To Determine CO Requirements

Step 1)	<p>Determine the product's code</p> <p>The product code is determined by the Harmonized System Codes, the international method of classifying products for trading. The system is used by customs officials around the world and consists of approximately 5,000 commodity groups, each arranged and classified by a six digit code. Visit ASYCUDA's online Code Database for details: http://www.asycuda.org/onlinehs.asp</p>
Step 2)	<p>Establish the product's tariff classification</p> <p>The tariff classification refers to the range of duty rates the product has in the importing country.</p>
Step 3)	<p>Establish the product's eligibility</p> <p>Make sure that the product is eligible for the desired trade regime.</p>
Step 4)	<p>Check the origin criteria</p> <p>Make sure that the product fulfills the Rules of Origin criteria set by the importing country. To be eligible, the product will either be wholly obtained in the exporting country or have undergone sufficient working or processing using inputs from other countries.</p>
Step 5)	<p>Check the transportation conditions</p> <p>Check that the transportation of the goods from Cambodia to the importing country meets the "direct transport" provisions stipulated in the rules of origin.</p>

Box 1: Exporting to the European Union

Exporting to the European Union

Under the Generalized System of Preferences ("GSP"), Cambodian exporters shipping to the European Union qualify under the Everything But Arms Initiative ("EBA"). The rationale for the EBA is to help developing countries compete with more developed countries.

In February 2001, the EBA Regulation granted duty-free access to imports of all products from Cambodia without any quantitative restrictions. Duties on imports of fresh bananas, rice and sugar, however, still exist but are being reduced.

Additional details can be found at The Export Helpdesk, <http://www.exporthelp.europa.eu>, a free online service for exporters in developing countries interested in supplying the EU market.

Box 2: Certification of Origin: Helpful Websites

ITC Market Analysis Tool

The ITC Market Analysis website, <http://www.trademap.org/asean/login.php>, and its Trade Map, Market Access Map and Product Map tools have been developed to assist exporters worldwide. The website provides detailed information regarding tariffs, trade statistics and products by country. Users will need to register first.

Other Helpful Sites

- World Customs Organization
<http://www.wcoomd.org/ie/index.html>
- UNCTAD
<http://www.unctad.org>
- WTO
<http://www.wto.org>

How to Obtain Product-Specific Export Documents

Export Licenses

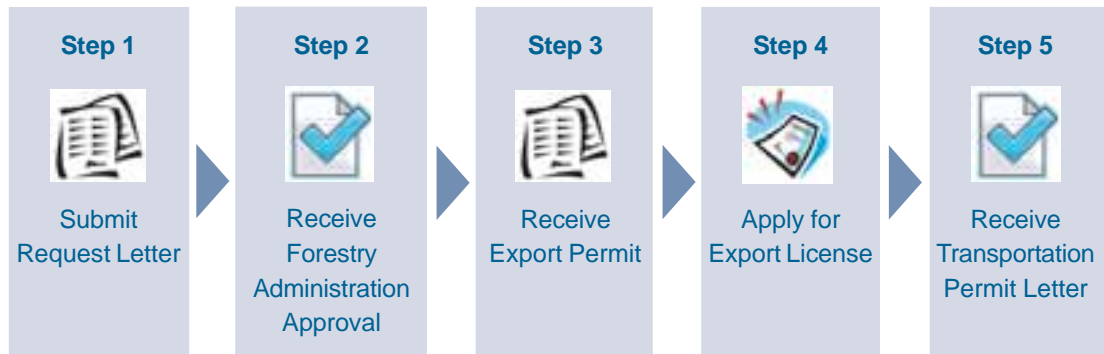
Export licenses are needed for items such as processed wood and non-timber forest products, sand, uncut precious stones and unprocessed rubber. The steps to obtain an export license for processed wood and sand are provided below. To export unprocessed rubber, please contact the Bilateral Trade Department.²

Exporting Processed Wood and Non-timber Forest Products



The process to receive an export license for processed wood consists of five steps. The processing time can vary tremendously – ranging from one month to over one year - depending on factors such as the companies and the amount and type of wood involved.

Export License Process



² Export process and procedures for unprocessed rubber were not available from the BLTD (formerly FTD) at the time this study was conducted. The export process for uncut or unprocessed precious stones was not available from the National Bank of Cambodia at the time this study was conducted.

Table 6: Export License - Processed Wood

<p>Step 1)</p>	<p>Submit Request Letter Submit a request letter to export timber and non-timber forest products at the Forestry Administration (Ministry of Agriculture, Forestry and Fisheries). Applicants will also have to provide the following documents: two original copies of the request letter, two lists of the timber and non-timber forest products, two invoices, handover-receipt product contract, certificate of registration, certificate of VAT, patent tax license, authorization letter and certificate of origin.</p>
<p>Step 2)</p>	<p>Receive Forestry Administration Approval Once the request letter is received and reviewed, the Forestry Administration can recommend approval to the Ministry of Agriculture, Forestry and Fisheries. The Ministry of Agriculture, Forestry and Fisheries, in turn, either approves the letter or asks for approval from the Council of Ministers (for natural forest products only), in compliance with the law.</p>
<p>Step 3)</p>	<p>Receive Export Permit An export permit can then be issued by the Ministry of Agriculture, Forestry and Fisheries or the Council of Ministers. Export permits are valid for one year. Applicants can also request an extension if the permit is going to expire.</p>
<p>Step 4)</p>	<p>Apply for Export License After receiving the export permit, apply for an export license. The license provides information regarding the total approved quantity and the current amount left on the license, if exports have already taken place. The Export License is issued by the Bilateral Trade Department of the Ministry of Commerce but first needs to be agreed upon by the Chief of Forestry Administration.</p>
<p>Step 5)</p>	<p>Receive Transportation Permit Letter Prior to transporting timber or non-timber forest products to the border, the exporter must receive shipment approval. The request is made together with the request for an export license at the Forestry Administration.</p>

Types of Timber or Non-Timber Forest Products Eligible for Export

The details of wood and non-timber forest products prohibition and the essential conditions of permission are stated in Sub-decree No. 131 ANKr.BK, 28 November 2006. This Sub-decree also explains in detail the types of timber or non-timber forest products that the Royal Government of Cambodia allows/prohibits for export as well as the necessary terms for approval.

Exporting Sand



The process to receive an export license for sand consists of three steps. Specific details regarding the request letter and export license procedure will need to be obtained directly from Bilateral Trade Department (BLTD).

Export License Process

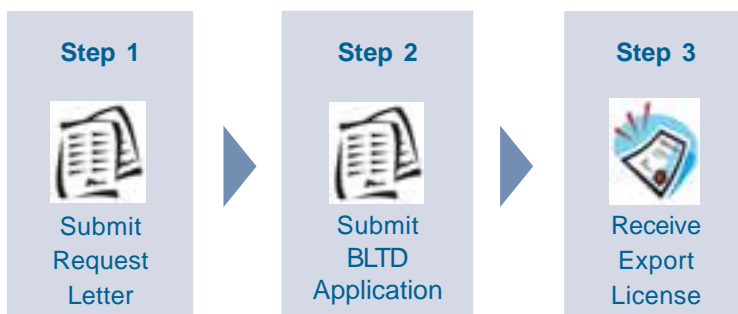


Table 7: Export License - Sand

Step 1)	<p>Submit Request Letter</p> <p>Submit a request to export letter and all relevant supporting information such as where the sand is coming from, number of tons, destination, quality and price. Specific details regarding the supporting data will need to be obtained directly from BLTD.</p>
Step 2)	<p>Apply at the Foreign Trade Department</p> <p>Upon receipt of the permission letter, apply for a license at the BLTD.</p>
Step 3)	<p>Receive Export License</p> <p>Upon successful review and application processing, BLTD will issue the export license to the requestor.</p>

Certificates

Many products require specialized certificates in the export process.

Table 8: Products Requiring Certificates

Product		Certificate
Drugs and medicine,	→	Certificate of Analysis and Product Registration
Garments (and other goods)	→	Certificate of Origin
Raw fruits, vegetables and plants	→	Sanitary and Phytosanitary Certificate
Animals, animal products, animal feed and meats	→	Animal Health Certificate

Exporting Drugs and Medicine - Certificate of Analysis and Product Registration



An export license is not needed for drugs and medicine but the product must be registered at the Ministry of Health. The two-step process to receive a 5-year Certificate of Registration of Medicine and Drug is outlined below.



Table 9: Certificate of Product Registration Process

Step 1)	<p>Apply for Certificate of Analysis</p> <p>First, exporters need to bring a sample of the drugs/medicine and its product specification for inspection by the National Laboratory for Drug and Quality Control, Ministry of Health.</p>
Step 2)	<p>Apply for Product Registration Certificate</p> <p>Once a Certificate of Analysis has been received, a sample of the drug/medicine will need to be taken to the Department of Drugs and Food for product registration.</p> <p>The following documents are needed:</p> <ol style="list-style-type: none"> 1. Request Letter Form for Drugs and Medicine Permission 2. Summary of Characteristics of the Drug/Medicine 3. Drug/Medicine document (specification) 4. Document Summary of Medicine Strength 5. Toxicology Document 6. Clinic Document Summary 7. Sample of Product (10 units) 8. Certificate of Analysis 9. Receipt of Registration for payment in the amount of \$200 (for each registration).
Step 3)	<p>Export</p> <p>The drug/medicine will follow the standard export process. Customs and CamControl officials will check that the Product Registration Certificate accompanies the export.</p>

Exporting Garments (and other products) - Certificate of Origin

To receive a Certificate of Origin, exporters will need to:

- 1) Register with the Trade Preference Systems Department (TPSD)³. This initial process is required for both for-profit and non-governmental organizations (NGOs).
- 2) Apply for a CO at either the Bilateral Trade Department or the Multilateral Trade Department. See CO Application Process (below) for details.

Trade Preference Systems Department Registration Process



Step 1: Complete TPSD Request Form and submit documentation

The following supporting documents will need to be submitted:

TPSD provided:

- Request Form

Exporter provided:

- Registration Certificate issued by MOC Legal Department. The Certificate needs to be an original or a copy certified and stamped by municipal or provincial authorities.
- Copy of GMAC Membership Certificate and ILO Certificate (for garment businesses only)⁴.
- Copy of the lease contract or land title with address and location (for Cambodians).
- Copy of the company owner's passport or ID card and one photo.
- Copy of the patent tax license issued by the Taxation Department, Ministry of Economy and Finance.
- An Authorization Letter issued by the company chairman to his/her representative, if needed. The representative will need to show his/her passport or identity card.
- Two photos of the building or two pictures of the production line and two pictures of the product.

³ The Trade Preference Systems Department is commonly referred to as the GSP Department

⁴ GMAC is the Garment Manufacturers Association in Cambodia and ILO is the International Labor Organization.

If your business is a large enterprise or investment, you may also need to provide:

- Permit issued by the Council for the Development of Cambodia (CDC). The permit needs to be an original or a copy certified and stamped by municipal or provincial authorities.
- Permit issued by the Ministry of Industry, Mines and Energy. The permit needs to be an original or a copy certified and stamped by municipal or provincial authorities.
- Company statute, economic project report and construction plan permit.

Step 2: Receive registration approval

Once the request letter and supporting documentation is reviewed and approved, registration with the Trade Preference Systems Department is complete. There is no fee for the registration process.

Certificate of Origin Application Process

After registering, exporters can apply for a CO at the Trade Preference Systems Department, Bilateral Trade Department or Multilateral Trade Department, based on the Department that arranges CO for the export destination country. The CO application process also requires that the owner of the goods self-declare.

- **Bilateral Trade Department**
Issues COs to countries in the European Union and the Russian Federation.
- **Multilateral Trade Department**
Issues COs to Australia, Brunei, China, India, Indonesia, Japan, Laos, Malaysia, Myanmar, New Zealand, Philippines, South Korea, Singapore, Thailand and Vietnam.
- **Trade Preference Systems Department**
Issues COs to USA, Canada, Mexico and all other countries not listed above.

Certificate of Origin Application Process



Step 1: Submit documentation

<p>If exporting by sea (to all destinations) or to the USA by air, you will need to submit:</p>	<p>If exporting by air (to all destinations except the USA), you will need to submit:</p>
<ul style="list-style-type: none"> <input type="checkbox"/> Company Request Letter <input type="checkbox"/> Invoice <input type="checkbox"/> Packing List <input type="checkbox"/> Sales Contract <input type="checkbox"/> Joint Inspection Report made by CAMCONTROL and Customs and Excise <input type="checkbox"/> Bill of Lading <input type="checkbox"/> Cambodia Outward Declaration 	<ul style="list-style-type: none"> <input type="checkbox"/> Company Request Letter <input type="checkbox"/> Invoice <input type="checkbox"/> Packing List <input type="checkbox"/> Sales Contract <input type="checkbox"/> Cambodia Outward Declaration <i>Within one month of the goods being exported:</i> <input type="checkbox"/> Joint Inspection Report made by CAMCONTROL and Customs and Excise <input type="checkbox"/> Airway Bill
<p>Note:</p> <ol style="list-style-type: none"> 1. Exports to the USA require a CO to accompany the cargo for tax purposes. A joint inspection report therefore must be submitted to the TPSD before the cargo ships. 2. The CO application process for exports by air to the EU or Canada, however, can usually occur after the cargo ships since most exports are duty and quota free. 3. In general, it is important to apply for the CO before your cargo has shipped since it can be difficult to obtain COs post export. It may also affect the duty the buyer has to pay. 	

Step 2: Pay required fees

<p>Exporters will need to pay the following fees:</p>
<ul style="list-style-type: none"> <input type="checkbox"/> Export Management Fee (EMF) <i>(See Prakas No.044 and No. 097 for details)</i> <input type="checkbox"/> Administration Fee (ADF) <i>(See Prakas No. 044 for details)</i>
<p>Certificate of Origin:</p> <ul style="list-style-type: none"> ■ Form N: Normal certificate stating that the export product has to pay tax in the importing country and does <u>not</u> comply with rules of origin requirements. (\$30 USD per set) ■ Form A: Certificate stating that the export product eligible for duty free status in the importing country <u>does</u> comply with rules of origin requirements (\$50 USD per set) <p>Goods with less than 2,000 pieces or footwear with quantity less than 200 pairs:</p> <ul style="list-style-type: none"> ■ Form N: Normal certificate stating that the export product has to pay tax in the importing country and does <u>not</u> comply with rules of origin requirements. (\$10 USD per set) ■ Form A: Certificate stating that the export product eligible for duty free status in the importing country <u>does</u> comply with rules of origin requirements (\$15 USD per set) <i>See Prakas No. 044 for details</i>
<p>Note: - EMF will not have to be paid for small quantities of goods with a value under 6,000 Euros for European countries and a value under \$800 USD for other countries.</p>

Step 3: Receive CO



The exporter will then be issued the Certificate of Origin. Official Certificate of Origin processing time: up to 11 hrs and 55 min

Box 3: Exporting Camouflage Clothing

Exporting Camouflage Clothing

If exporting camouflage clothing, exporters will need to follow Notification 832. The process for importing camouflage material and exporting camouflage goods overseas states:

1. Exporters do not need to ask permission from government or other institutions.
2. When imported camouflage material arrives at the border, CAMCONTROL and Customs and Excise officials need to inspect the product carefully to verify the amount.
3. Before issuing a CO or export license, MOC has responsibility to check all documents and can inspect: the production chain, capacity of the exporting factory, the number of finished products produced from the imported camouflage material and make a stock count to verify how much material remains.

Exporting Raw Fruits, Vegetables and Plants - SPS Certificate

Sanitary and Phytosanitary (SPS) Certificates are often required by other countries when exporting raw fruit, vegetables, plants, fish, livestock and other products. The certificate certifies that the product is free from injurious pests which could damage crops. It is the exporter's responsibility to ensure that the SPS conditions are met.

In Cambodia, the Ministry of Agriculture, Forestry and Fisheries, Department of Agronomy and Agricultural Land Improvement (DAALI) is responsible for issuing SPS certificates. At present, certificates can only be issued from Phnom Penh.

There is no cost for an SPS certificate. However, if MAFF is required to take a product sample and bring it to the lab for testing, or if treatment is needed, you will have to pay for the additional service. MAFF's pest control and fumigation services are carried out by Cambodia Pest Control Source, an authorized general service vendor.

Although the mechanism to issue SPS certificates is in place, Cambodia's animal and fish products are not yet allowed access to the EU market as Cambodia currently does not meet EU's requirements for a proper SPS system.

SPS Application Process



Table 10: Sanitary and Phytosanitary Certificate Process

Step 1)	<p>Submit documentation</p> <p>Submit a letter requesting SPS certification and for DAALI officers to inspect your product. You will also need to provide the packing list and invoice.</p>
Step 2)	<p>Follow compliance guidelines</p> <p>MAFF will then make a risk assessment based on your product's risk for pests, your company profile and the source of origin. The product's export requirements and guidelines for Cambodia can then be determined.</p>
Step 3)	<p>Determine importing country testing and inspection requirements</p> <p>MAFF will check the testing and inspection requirements of the importing country. Arrange for inspection and testing as required.</p>
Step 4)	<p>Perform laboratory testing</p> <p>Arrange for laboratory testing, if needed, at least 15 working days before exporting. MAFF is equipped to perform all necessary tests but advance notice is recommended.</p>
Step 5)	<p>Fumigate export product</p> <p>Arrange for fumigation, if needed, at least 15 working days before exporting. The full process for fumigation can take up to 96 hrs. MAFF will also have to perform a follow-up inspection to determine if re-fumigation is necessary.</p>
Step 6)	<p>Export Product</p> <p>A Fumigation Certificate can then be issued. The certificate states the product, date, and dosage used for the treatment. The product is now SPS certified and ready for export.</p>

Box 4: Exporting Plants

Exporting Plants

Plants are classified into low risk and high risk categories. Low risk plants usually include rice and grains. High risk plants like banana or sugar palm trees typically have high moisture content. Soil becomes an important factor in the risk assessment.

Box 5: Additional SPS Resources

Additional SPS Resources

IPP: International Phytosanitary Portal

All IPPC member countries, such as Cambodia, are required to follow the same SPS guidelines. The IPPC website, <https://www.ippc.int/IPP/En/default.jsp>, provides additional information on SPS requirements.

WTO Sanitary and Phytosanitary Measures

http://www.wto.org/english/tratop_e/sps_e/sps_e.htm

U.S. Implementation of the SPS Agreement Principles

<http://www.aphis.usda.gov/is/sps/mod2/2principl.html>

Exporting Animals, Animal Products, Feed & Meat - Animal Health Certificate



The Department of Animal Health and Production within the Ministry of Agriculture, Forestry and Fisheries is responsible for livestock (cattle and buffalo) and animal health. This includes animals, animal products and animal feed and meats.

If you are planning to export livestock or goods falling under the responsibility of the Department of Animal Health and Production, you will first need to obtain an export license from MAFF. The request can go through two channels – the Council of Ministers or the Department of Animal Health and Production. The Department of Animal Health and Production is the most commonly used channel.

Steps to receive an Animal Health Certificate:



Table 11: Animal Health Certificate

<p>Step 1)</p>	<p>Obtain an export license MAFF is responsible for issuing export licenses. Livestock licenses are typically for five years and state the frequency and specifics of each export.</p>
<p>Step 2)</p>	<p>Submit an animal health certificate application. This application should include all the relevant export information such as the purpose of the business, the number of livestock to be exported, where the livestock are located and the destination.</p>
<p>Step 3)</p>	<p>Provide required supporting documentation This includes proof of company registration (VAT#) and the export license from MAFF.</p>
<p>Step 4)</p>	<p>Assist in the technical review process If the request is approved, there will be a technical review process. The process includes how the export will be organized, the requirements of the importing country, potential inspections, vaccinations and negotiations for compliance. The time needed for the Technical Review Process will depend upon the negotiations, specific requirements of the importing country and if vaccinations are required.</p>
<p>Step 5)</p>	<p>Arrange for inspection The Department of Animal Health will perform an inspection at the exporter's facilities. For livestock, the inspection fee is \$2 per head. Vaccinations, laboratory testing and other compliance measures will be based on the exporter's location/zone and the sampling performed.</p>
<p>Step 6)</p>	<p>Allow final monitoring Once these steps are complete, an animal health certificate can be issued. A Department official, however, will need to be present to monitor the livestock when it is exported.</p>

Authorization and Permits

Some products require authorization or permits in the export process. The process for exporting firearms is not included in this handbook.

Table 12: Products Requiring Authorization or Permits

Product	Authorization or Permit
Select handicraft and cultural and heritage products	→ Authorization, Ministry of Culture and Fine Arts
Fish	→ Permit Letter, Ministry of Agriculture, Forestry and Fisheries
Jewelry and Silverware	→ Permit Letter, National Bank of Cambodia
Uncut or Unprocessed Precious Stones	→ Permit Letter, National Bank of Cambodia

Exporting Selected Handicraft and Cultural Products - Authorization, Ministry of Culture and Fine Arts



The Ministry of Culture and Fine Arts (“MCFA”) is responsible for implementing policies to protect, preserve, and develop national cultural heritage and fine arts in Cambodia. MCFA authorization may be needed if you export cultural products. While few exporters currently apply for the Authorization, the MCFA aims to more aggressively enforce the process and is currently revising its Authorization application procedure.

The MCFA expects that the final authorization process will follow the steps below.



The process currently takes approximately 3-5 days. The cost for inspection, if any, has not yet been determined.

Table 13: Authorization from Ministry of Culture and Fine Arts

Step 1)	<p>Complete the application form</p> <p>Go to the Department of Heritage and fill out an Authorization application form. You will need to provide a list of the products being exported, a photo of each item and product details (what it is made of, where it was made and who made it).</p>
Step 2)	<p>Arrange for inspection</p> <p>Arrange to bring sample products to the Department of Heritage for inspection and to determine that the export is not a heritage item.</p>
Step 3)	<p>Receive MCFA signature and approval</p> <p>After the product passes inspection, a permission letter will be issued. It will be signed by the Chief of the Department of Heritage and the Minister of Culture and Fine Arts.</p>

Exporting Fish



It takes approximately two weeks to receive the necessary documents to export fish.

Export License Process



Step 1)	<p>Submit request letter</p> <ul style="list-style-type: none"> - Submit a Request to Export Letter to the Fishery Administration and attach a certificate of registration from the Ministry of Commerce. (Sample application form can be provided by the Office of Planning/Accounting of the Fishery Administration). - After completing the application form (with relevant documents attached), submit the form to the Fishery Administration for approval by the Head of Fishery Administration. After receiving approval, the Office of Planning/Accounting will prepare the export permit. Final approval will ultimately come from the Ministry of Agriculture, Forestry and Fisheries.
Step 2)	<p>Request export permit</p> <ul style="list-style-type: none"> - After receiving the request letter approval from the Fishery Administration, submit a request to the Ministry of Agriculture, Forestry and Fisheries for an export permit. The process of asking for an export permit requires the applicant to communicate directly with the Ministry. - After receiving the export permit from the Ministry of Agriculture, Forestry and Fisheries, submit the permit to the Fishery Administration in order to obtain the Transportation Permit Letter.
Step 3)	<p>Fisheries product export process</p> <ul style="list-style-type: none"> - To export fisheries products, the applicant must request a Transportation Permit Letter from the Fisheries Administration Office and attach one copy of the MAFF permit.

Box 6: CITES (concerning endangered plants and animals)

CITES

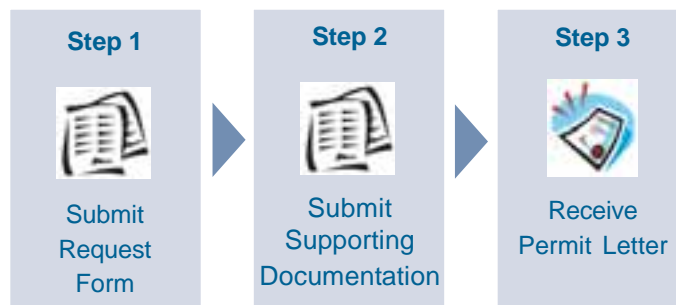
The Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) aims to ensure that international trade of wild animals and plants does not threaten their survival. Cambodia is a CITES member country. As such, if you are exporting or transporting products that are considered endangered species, a certificate issued by a CITES authority of Cambodia is required.

To search the database of animals and plants species listed on CITES, visit the CITES website at <http://www.cites.org/index.html> or the CITES searchable database at <http://www.cites.org/eng/resources/species.html>.

Exporting Jewelry, Silverware and Uncut or Unprocessed Precious Stones⁵



To export jewelry and silverware and uncut or unprocessed precious stones your business will need to be registered with the Ministry of Commerce and have received permission to operate from the National Bank of Cambodia. See Prakas F 9-99-100 for details. Each export may also require a permit letter from the National Bank of Cambodia. As these export regulations are currently under review, the following steps describe the export process currently in practice.



⁵ Laws or regulations regarding export permits for jewelry, silverware and uncut or unprocessed precious stones have not been passed. The above process therefore reflects current practices.

Table 14: Permit Letter- Jewelry , Silverware and Uncut or Unprocessed Precious Stones

Step 1)	<p>Submit request form</p> <p>Go to the National Bank of Cambodia and complete the Request for Permission to Export and Transport Jewelry, Silverware and Uncut or Unprocessed Precious Stones form. You will need to provide personal and company information on the form such as your name, age, nationality, address, job, business type, number of employees, Director of your business and business trademark.</p>
Step 2)	<p>Submit supporting documentation</p> <p>The following supporting documentation will also need to be provided to the National Bank of Cambodia: three 3x4 photos (of the requestor), a copy of identification card, family document and map of the business location, photo of the business, 2 copies of the company statute and a certificate stating your account at the National Bank.</p>
Step 3)	<p>Receive Permit Letter</p> <p>If approved, a Permit Letter will be issued. The process takes about one week and there is a fee of 1 million riel.</p>

Export Locations: Land, Sea and Air

Overview and First Steps

The remaining section of the Export Handbook outlines the documents, official fees and processes required for exporting at the Poipet border, Bavet border, Phnom Penh Port, Port of Sihanoukville and Phnom Penh International Airport.

Before exporting at these locations, make sure that you have the following four items:

1. Export Documents

Prepare all the necessary documents for exportation. This usually includes the Packing List, Commercial Invoice and Authorization Letter.

2. Export License

Obtain an export license, if needed. This is required for sensitive exports such as unprocessed rubber, and processed wood and non-timber forest products.

3. Ministerial Approval / Certificates

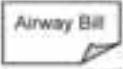



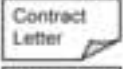

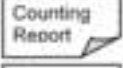



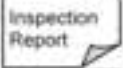



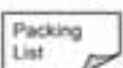

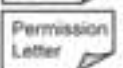

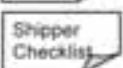

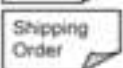

Obtain any product-specific documents such as permits or certifications from the relevant Ministry. This includes documentation such as permits for exporting fish and products requiring a certificate of origin or a Sanitary and Phytosanitary certificate.

4. Company Registration Documentation

Proof of registration with the Ministry of Commerce, such as your company's VAT number or patent tax license, demonstrating that the business is legitimate.


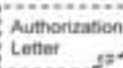
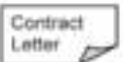
To help illustrate the documentation required at each export location, the following icons are used:

Box 7: Export Legend: Icons

	Airway Bill		Documents to be submitted
	Container Release Form		Paperwork to be completed
	Contract Letter or Insurance Letter		Authorization or approval given
	Counting Report		Inspection required
	Customs Declaration		Payment required
	Inspection Report		Export process complete
	Commercial Invoice		Authorization Letter, if required
	Packing List		Certifications, if required
	Request/Permission Letter		Dangerous Goods, if required
	Shipper Checklist		Export License, if required
	Shipping Order		Live Animal Checklist, if required

Letters: Request/Permission, Authorization and Contract or Insurance

There are three types of letters that are used in the export process.

	<p>Request/Permission Letter</p> <p>Customs and Excise Department typically requires exporters to submit a Request Letter to start the export process. There is no official Request Letter format but the letter should have basic export information. A hand written note on a commercial invoice is sometimes sufficient. Once received, the Customs and Excise Department will issue a Permission Letter. This letter allows the export process to move forward. The Permission Letter format is also not standardized and can range from a formal letter to a signature and stamp on the exporter's Request Letter.</p>
	<p>Authorization Letter</p> <p>If using a broker or freight forwarder, an Authorization Letter is required. This document lets Customs officials know that another party can act on your behalf. Authorization Letters are typically provided by the broker or freight forwarder.</p>
	<p>Contract or Insurance Letter</p> <p>This letter states that the exporter/seller takes responsibility as the owner of the goods.</p>

Exporting by Land

Poipet Border

The Poipet-Aranyaprathet border is situated in the northwest of Cambodia and is located in Ou Chrov district of Banteay Meanchey province. In 1994 the Poipet border crossing became an official International Border Checkpoint.

Poipet has a population of over 70,000 and is one of four districts that borders Thailand. The border gate is approximately 50km from the provincial capital of Banteay Meanchey and serves as the primary land crossing for people and goods moving between Cambodia and Thailand.

Poipet Hours of Operation	
Border Gate:	08:00 - 20:00 daily
CAMCONTROL:	08:00 - 12:00 13:00 - 17:30 daily
Customs and Excise:	07:00 - 11:30 14:00 - 17:30 daily

At present, the most common commodities being exported from Cambodia to Thailand via the Poipet border crossing are fresh and processed fish, rattan, second-hand clothes, rice husks, scrap-metals, handicrafts, and farming and agricultural products.

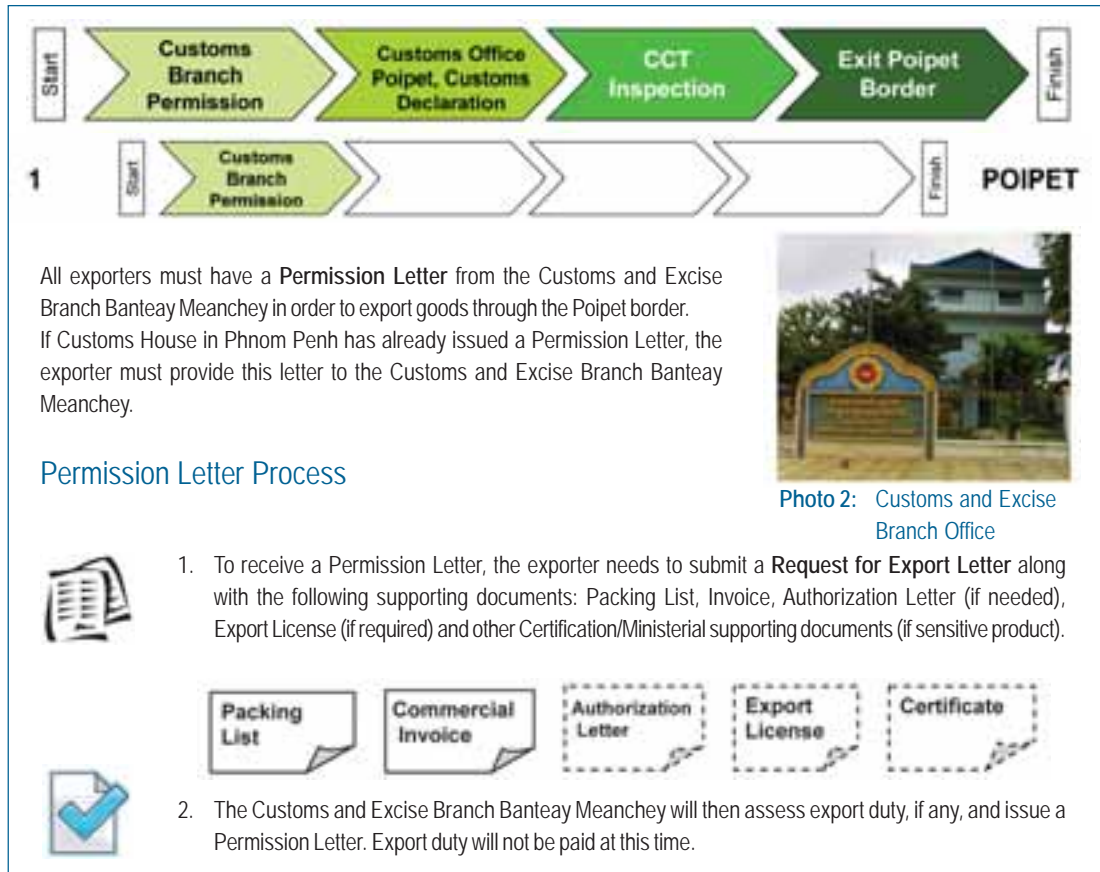
Photo 1: Poipet Border



Poipet Border Export Process

The Poipet Border export process can be captured in four key steps. The documentation and requirements are outlined below.

Box 8: Poipet Export Border Process



2



After the Permission Letter has been issued by Banteay Meanchey Customs and Excise Branch, the exporter has to complete the customs declaration process at the Customs and Excise Office Poipet.

Note that the Customs and Excise Office, Poipet is unique in that it allows for an optional Temporary Customs Declaration process in addition to the typical Customs Declaration process. The rationale given for having a temporary process is that it allows exporters to move product through the border more quickly, benefiting time-sensitive exports such as live fish. The official required Customs Declaration is provided below.



Photo 3: Customs and Excise, Poipet

Customs Declaration Process



1. First, complete the Customs Declaration form at the Customs and Excise Administration Office.



2. Next, bring the completed Customs Declaration form and a copy of the Customs and Excise Banteay Meanchey Branch Permission Letter to the Customs and Excise Administration Office Poipet. The Vice Chief Customs and Excise will approve the documents and authorize the inspection.



3. Pay any export duty owed to the Accounting Office, plus a declaration cost of 15,000 R. The exporter will receive a receipt for this payment.



4. Then go to the Customs and Excise Inspection Office and arrange for an inspection.

- If goods are moved by cart, the inspection will take place at the Poipet checkpoint
- If goods are moved by truck, the exporter will need to arrange for a location for the inspection to take place – usually at a warehouse or pre-arranged site, as the goods are being loaded for transport. After the goods have been inspected, the Customs and Excise Inspection Official makes the goods inspection report, normally, in section D of the Customs Declaration.



5. Next submit the Customs Declaration and other relevant documents to the Vice Chief, who is responsible for Administration Office, to summarize and sign, and send it to be finalized and signed by the Chief of Customs and Excise Office Poipet.

3



Next, arrange for a joint inspection with the CAMCONTROL and Customs and Excise officials.

The inspection process takes approximately 15-30 minutes, excluding waiting time. As there are no inspection facilities at the border, it is the responsibility of the exporter to arrange a location for the inspection to take place. The inspection is often performed at a nearby warehouse or simply beside the road.



Photo 4: CCT Poipet



1. To arrange for CAMCONTROL's review and inspection, the following documents need to be provided: Packing List, Invoice, Customs Declaration, Customs and Excise Permission Letter, Authorization Letter (if needed) and Export License and Certifications (if needed).



2. If all paperwork is sufficient, the Chief of CCT Poipet will assign the inspector.
3. The inspection will take place at the Poipet checkpoint or a pre-arranged location.
 - If goods are moved by cart, the inspection will take place at the Poipet checkpoint.
 - If goods are moved by truck, the exporter will need to arrange for a location for the inspection to take place – usually at a warehouse or pre-arranged where the goods are being loaded for transport.
4. An inspection Survey Report is then completed and signed and stamped by the CCT official.
5. The exporter will need to go to the Administrative Office to pay an inspection fee of 0.1% of the approved value stated on the invoice (already evaluated at the Customs and Excise Branch, Banteay Meanchey). An Inspection Fee Receipt will be issued to the exporter.



6. Lastly, the CCT Inspection Report and Receipt is given to the Head of the CCT Poipet for approval and signature.

4



Once the Customs and Excise inspection process is complete, bring the inspection report and the Customs Declaration form to be signed and stamped by the Chief of Customs and Excise Poipet at the Customs and Excise Administration Office. A **Permission to Exit** letter will then be given.



Present the Permission to Exit letter to the CAMCONTROL border official. CAMCONTROL will have already notified their official at the border that the goods have been approved for export. The consignment is then allowed to pass through the Poipet border.

Bavet Border

The Bavet-Moc Bai border is located in the province of Svay Rieng in the southeast of Cambodia. Svay Rieng comprises seven districts, of which five border Vietnam, and has a population of 591,000. The Bavet border gate is approximately 50 km from the provincial capital of Svay Rieng and is the primary land crossing for people and goods moving between Cambodia and Vietnam. At present, the most common commodities being exported from Cambodia to Vietnam are agriculture and light industrial goods. Bicycles, garments, and shoe products comprise a large percentage of exports as these goods are produced in the nearby special economic zone.

BavetHours of Operation

Border Gate:	
People	06:00-22:00 daily
Export	08:00-20:00 daily
CAMCONTROL:	06:00-18:00 daily
Customs and Excise:	

The Bavet border is moving towards a single window inspection (SWI) and single stop inspection (SSI) system. This “one-stop-shop” would integrate Cambodian and Vietnam staff and border agencies under one roof and further streamline inspection and documentation requirements. No official date, however, has been given for this to occur as the changes are dependent upon a signed memorandum of understanding between Cambodia and Vietnam. Border officials are hopeful that this will take place in early 2008.

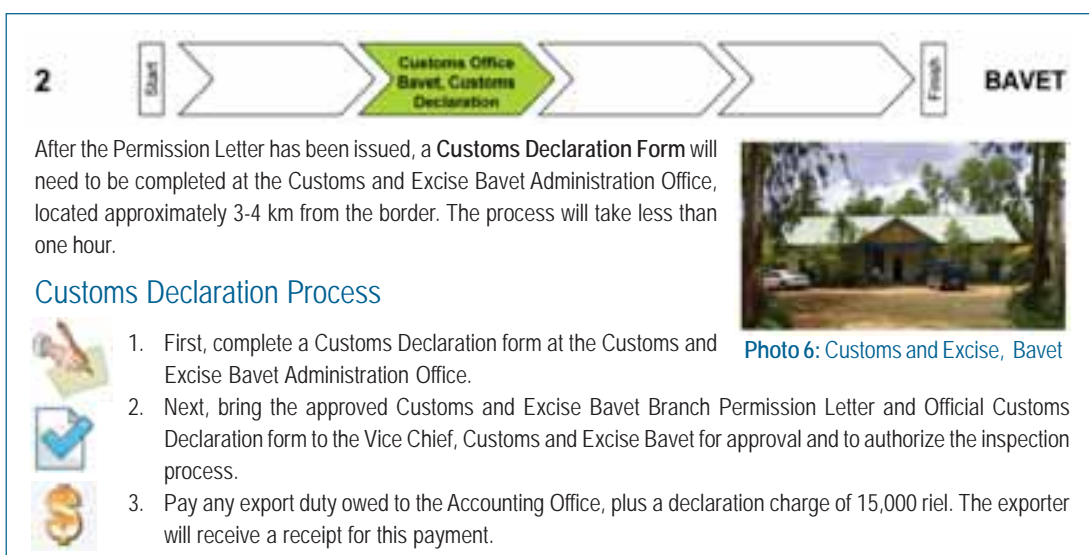
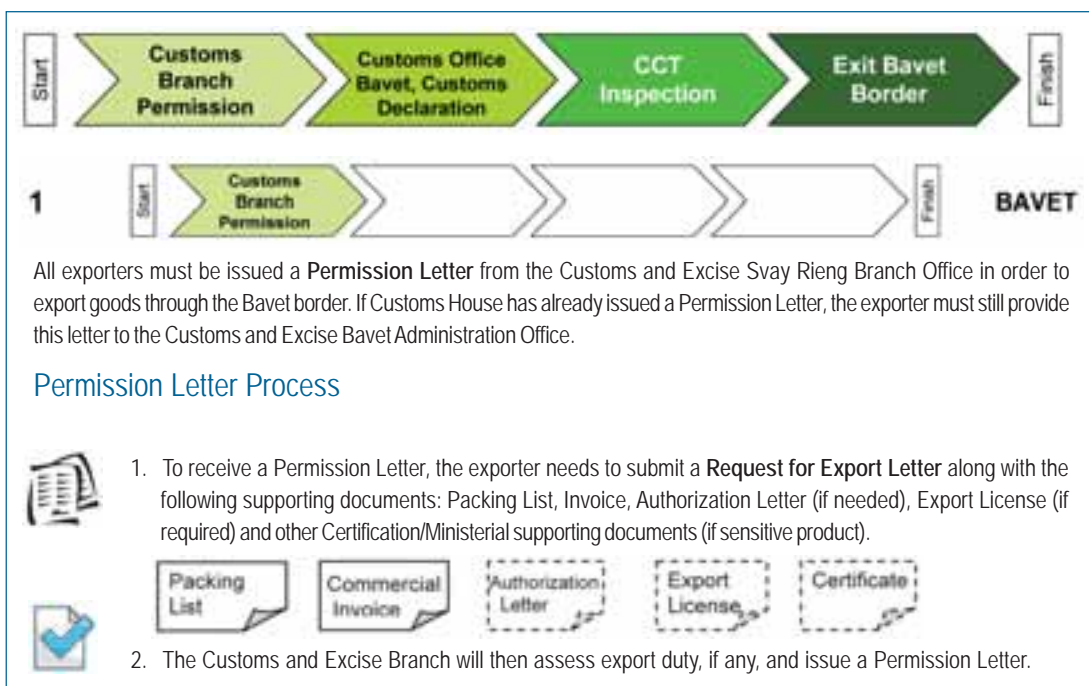
Photo 5: Bavet Border



Bavet Border Export Process

The Bavet Border export process is similar to that of Poipet. Notable differences include fully equipped inspection facilities at the border and the absence of a Temporary Export Declaration process. The documentation and requirements are outlined below.

Box 9: Bavet Border Export Process





4. Then, go to the Customs and Excise Inspection Office. An Inspection Official will make a visual inspection of the export goods based on the risk management assessment and shipper's profile.



5. The inspection report will be completed and signed by the Customs and Excise official and the exporter.



6. Lastly, bring the Customs and Excise Inspection Report and the Customs Declaration form to be signed and stamped by the Chief of Customs and Excise Bavet.

3



Next, arrange for a joint inspection with CAMCONTROL and Customs and Excise officials. CAMCONTROL's review and visual inspection of the export goods will be arranged at the CCT office at the Bavet border. The entire process takes about 1 hour, depending on the reputation and history of the exporting company.

CCT Inspection Process



1. To arrange for CAMCONTROL's review and inspection, the following documents need to be provided: Packing List, Invoice, Sales Contract, Customs Declaration, Customs and Excise Permission Letter, Authorization Letter (if needed) and Export License and Certifications (if needed).



2. If all paperwork is sufficient, the Chief of CCT Bavet will assign the Inspector.



3. The CCT Inspection Official will make a visual inspection of the export goods.



4. An inspection Survey Report will then be completed, signed and stamped by the CCT Inspection Official.



5. Next, the exporter will need to go to the Administrative Office, located at the border, to pay an inspection fee of 0.1% of the value stated on the Invoice (already evaluated at the Customs and Excise Branch). An Inspection Fee Receipt is issued to the exporter.



6. Lastly, The CCT inspection report will be given to the Head of the CCT Bavet for approval and signature.

4



After the inspections are complete, the exporter can proceed to the border.

Exit Process



1. Go to the border and present the completed Declaration Form and supporting documents to the Customs and Excise border official.

2. CAMCONTROL will have already notified their official at the border that the goods have been approved for export.

3. The consignment is then allowed to pass through the Bavet border.



Photo 7: Bavet Border

Box 10: Special Economic Zones

Special Economic Zones (SEZs), also referred to as Free Trade Zones or Export Processing Zones, are in the initial phase of development in Cambodia. SEZs, in general, are commonly used to attract foreign direct investment (FDI) and to stimulate growth by providing tax advantages and incentives for businesses to locate operations in a designated zone. SEZs are often subject to an entirely different Customs tariff and income tax regime because they are considered to be outside the Customs territory of the country.

Cambodia's first SEZ was approved in mid-2005 and is being developed by the Manhattan International Group. It is located in Bavet, close to the Cambodia-Vietnam border. The site has representatives from the Customs and Excise Department, CAMCONTROL, the Office of Labor and the Office of GSP co-located onsite, providing a one-stop service to its users. Officials carefully track all goods being imported into the SEZ, as well as being exported, to ensure that preferential tariff incentives and Rules of Origin are appropriately applied.

Currently, the SEZ is used by three manufacturers - Bestway Bicycles (bicycles), SYG International Steel (screws) and King Maker (Cambodia) Footwear (shoes) – which employ over 2,000 people. Plans are underway for two or three additional companies to join the Manhattan SEZ as well as for a second SEZ to be built nearby. The Port of Sihanoukville also has plans to establish an SEZ in the near future - approval has been given for a total of 9 SEZ's throughout the country.

Exporting by Sea

Port of Sihanoukville

The Sihanoukville Autonomous Port (PAS) is the only deep sea port in Cambodia and accounts for approximately 70% of Cambodia's international cargo. It has over 1,000 employees and workers and is under the direct management of the Chairman & CEO and assistance of three Deputy Directors General.

The main exports that initiate at PAS are agricultural products such as yellow corn, beans, sesame and other food products, light industrial goods and personal effects.

While garments comprise the majority of PAS exports, most have already been reviewed by CAMCONTROL and Customs and Excise through the joint inspection process in Phnom Penh. PAS Customs Officials generally check the documents and verify the seals on these containers but will not reopen them.

The number of steps and communication between PAS, Customs and Excise and CCT has significantly improved over the past few years. In particular, the linking of PAS' computer system with the relevant Port agencies has streamlined the export process. Upcoming changes at PAS include the Japanese government procuring a new scanner for the Port (expected to decrease the cost of scanning), implementing a single window system by the end of 2007 (reducing the number of visual inspections required and streamlining the overall export process flow) and the development of an SEZ.

Port of Sihanoukville Hours of Operation	
Port Authority: Operations	Open 24 hrs every day
Administrative:	08:00 - 18:00 daily
CAMCONTROL:	06:00 - 18:00 daily
Customs and Excise:	07:00 - 11:00 14:00 - 17:30 Mon - Sat Staff on standby Sun.

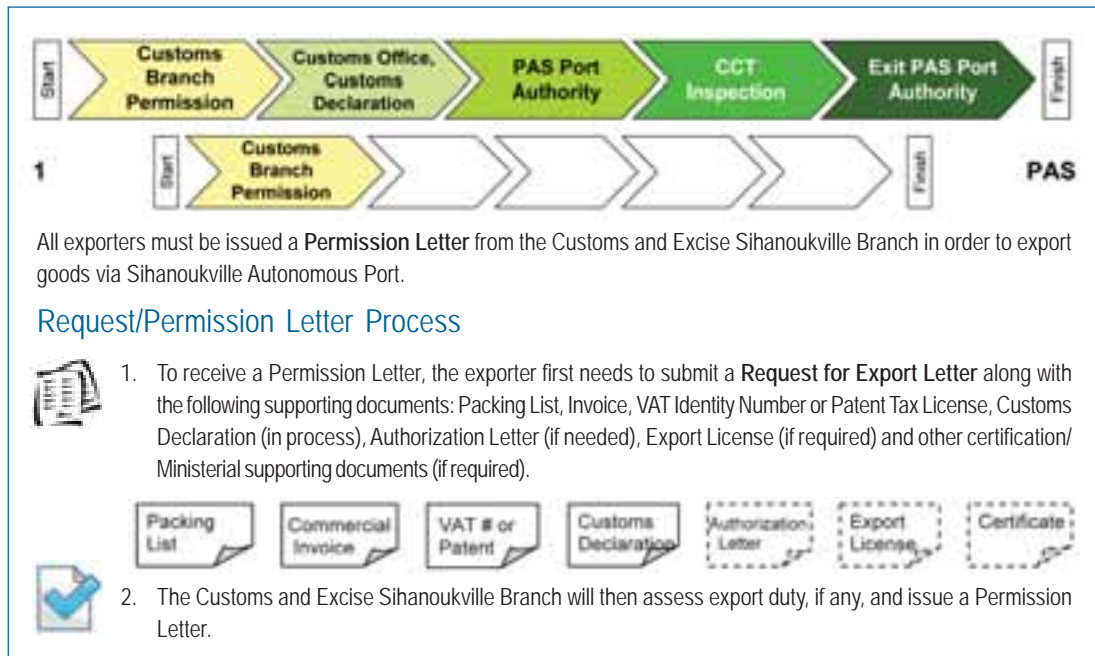
Photo 8: Port of Sihanoukville



Port of Sihanoukville Export Process

The Port of Sihanoukville export process can be captured in five key steps. The documentation and requirements are outlined below.

Box 11: Port of Sihanoukville Export Process





4. Next, go to the Accounting Office and pay declaration charges and export duty, if any, and receive a receipt for payment. To discourage unofficial fees, Customs and Excise requires that all payments be made by check, not cash. The exporter also needs to pay a scanning fee to AZ company which is located at the port. The scanning charge depends on the size of the container. For 20-foot containers, the charge is \$40. For 40-foot containers, it is \$60.



5. Lastly, bring the Customs and Excise Inspection Report and the Customs Declaration Form to be signed and stamped by the Chief of the Customs and Excise Office at the Customs and Excise Administration Office.

3



The shipper will also need to make arrangements with the PAS Port Authority to unload and load cargo at the Port. The following steps can occur at any time after Customs has approved the shipper's request to export.



1. First, provide the PAS Port Authority official at the entry gate with either the approved Request/Permission Letter, Customs Declaration (if available) or Joint Inspection Report (if available), demonstrating that the shipper has authorization to export.



2. After all documents are checked, the truck is allowed into the port.

4



The majority of exports at PAS are garments that have already undergone joint CCT/Customs and Excise inspections in Phnom Penh. For these shipments, CCT PAS checks the joint inspection report and seal, and then moves the product into storage. For goods that have not been inspected, such as agricultural products, the exporter will need to follow the CCT inspection process.

CCT Inspection Process



1. First, go to the CCT Branch Office at the Port and provide the following documents: Invoice, Packing List, Contract/Insurance Letter, Authorization Letter (if needed) and Export License and Certifications (if needed). Request Letters are no longer used by CCT in the export process.



2. The Chief of CCT Sihanoukville will then assign the inspector to inspect the cargo. For goods already containerized and not inspected or missing a seal, CCT may require a visual inspection of the goods. The container may also require scanning, depending on the type of goods and the risk management assessment.



3. The CCT Inspection official will then inspect the cargo with the Customs and Excise official. The Customs and Excise Department is the lead agency in the inspection process.



4. An Inspection Survey Report is then completed and signed and stamped by CCT.
5. Next, go to the CCT Administrative Office, located at the Port, and pay an inspection fee of 0.1% of the value stated on the Invoice (already evaluated by the Customs and Excise Sihanoukville Branch) and any scanning charges. An Inspection Fee Receipt will be issued.
6. Lastly, the inspection report must be approved and signed by the Head of the CCT PAS. A Certificate of Quantity document can then be issued if needed.

5



In order for the PAS Stevedoring Department to unload, move and store cargo in the container yard, the exporter must first make all necessary payments to the PAS Port Authority.

Exit Process



1. First, present documentation to the PAS Port Authority showing your container number.
2. Next, pay loading and unloading (LoLo) fees, stevedoring charges and tariff duty to the PAS Port Authority.
 - Container Lift-On and Lift-Off fee: \$19 (40-foot container) or \$24 (20-foot container), plus VAT.
 - Container yard truck and crane: \$86 (40-foot container) or \$57 (20-foot container). *See appendix for complete stevedoring pricing.* A receipt (in the form of a PAS Invoice) will be issued upon payment from the PAS Billing Department.



3. The Port Authority Billing Department will then enter information into the computer system in order to inform the Stevedoring Department to proceed with loading and unloading.
4. Last, the PAS Invoice will be sent to the Shipping Line. The Shipping Line will work closely with the Stevedoring Department at the Port and make a "load list" for the cargo. The goods will then be moved from the container yard to the ship for export.



Box12: Time Saving Suggestions, PAS

PAS Timing Saving Suggestions

CAMCONTROL:

- Call CCT in advance to arrange for your product to be inspected as it is loaded into its container. A CCT official can inspect and seal the container at your factory or warehouse.
- The amount of advance notice needed will vary depending on the type of product.
- Small shipments arriving by truck can be inspected directly at the Port as the goods are being loaded. This can be helpful when several exporters share one container.

Phnom Penh Autonomous Port

The Phnom Penh State Port Authority, under the Ministry of Public Works and Transport, operates and manages the Phnom Penh Autonomous Port (PPAP). The Port Authority is independent and has its own Board of Directors.

Most products moved through the port are containerized. Common export goods include agriculture products (yellow corn, beans and sesame), rubber and cigarettes. The major PPAP export destinations include Taiwan, Province of China; Malaysia; Korea; France; the European Union and USA.



Note: PPAP does not have a warehouse to store dangerous goods. If exporters intend to ship dangerous goods, they will need to make arrangements to store the cargo at another location and then move it to the port the day that it needs to be loaded.

Phnom Penh Autonomous Port Hours of Operation

Port Authority:	24 hrs everyday
Administrative	
CAMCONTROL:	07:00 - 11:30 14:00 - 17:30 M-F 07:00 – 11:20 Sat. Sun. upon request
Customs and Excise:	07:00 - 11:30 14:00 - 17:30 M-F 07:00 – 11:20 Sat Sun. upon request

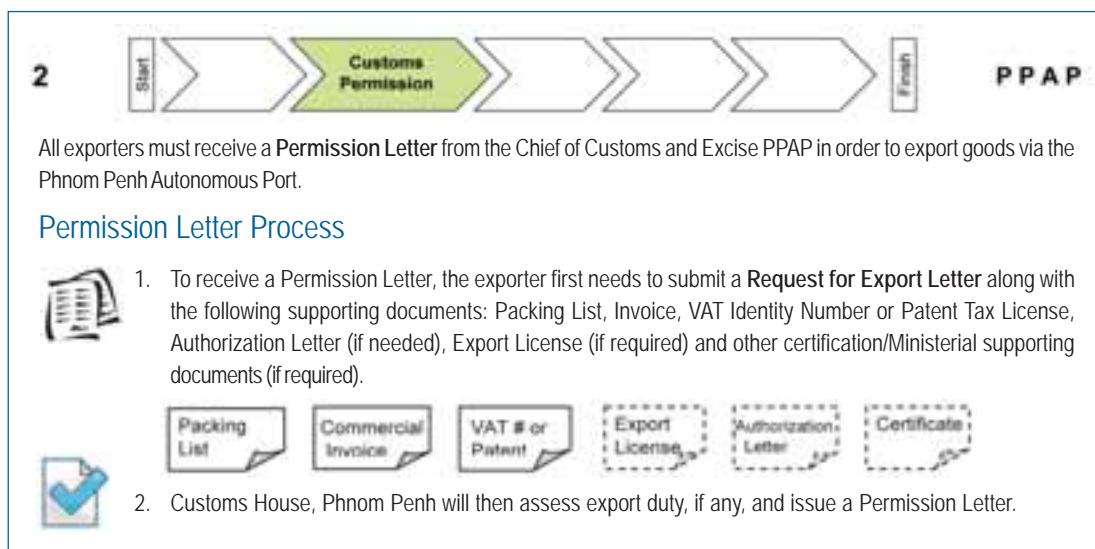
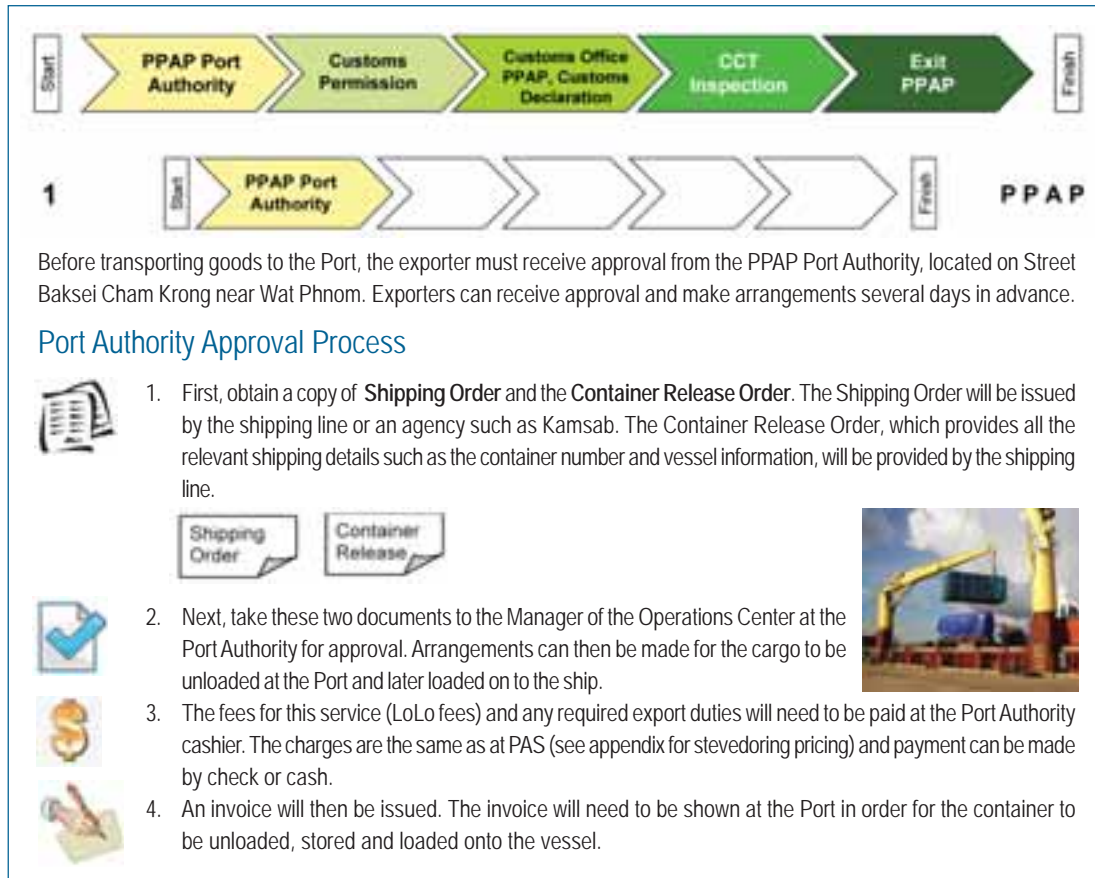
Photo 10: Phnom Penh Autonomous Port



Phnom Penh Autonomous Port Export Process

The Phnom Penh Autonomous Port export process can be captured in five key steps. The documentation and requirements are outlined on the next page.

Box 13: Phnom Penh Autonomous Port Export Process



3



After the Permission Letter has been issued, a **Customs Declaration Form** will need to be completed at the Customs and Excise PPAP Administration Office, located at the Port.

Customs Declaration Process



1. First bring the shipment to the Phnom Penh Autonomous Port.



2. Next, fill out the Customs Declaration Form provided by the Customs and Excise PPAP Administration Department



3. Once completed, take the Permission Letter and the Customs Declaration Form to the Vice Chief, Customs and Excise, Phnom Penh Port for approval and to authorize the inspection process.



4. All containerized items passing through the Port are inspected by using a TH scanner. Exceptions are made, however, for diplomatic, government and humanitarian shipments.



5. Once the inspection is complete, a TH Scan Inspection Report and Image will be completed and signed by the Inspection Official.



6. Last, go to the Accounting Office, pay the inspection fee and receive a receipt for payment. To discourage unofficial fees, Customs and Excise requires that all payments be made by check, not cash.



4



Most inspections at PPAP are joint inspections between CAMCONTROL and Customs and Excise. Note: Port officials can not visit the exporter's factory or warehouse to inspect cargo.

CCT Inspection Process



1. To arrange for CCT review and inspection, go to the CCT office at the Port and provide the following documents: Packing List, Invoice, Contract Letter, Permission Letter, Authorization Letter (if needed) and Export License and Certifications (if needed).



2. If all paperwork is sufficient, the Chief of CCT PPAP will assign an inspector to inspect the cargo.



3. The CCT Inspection Official will then make an inspection of the export goods. Approximately 3-15% of goods are inspected.



- Garment exports require joint Customs and Excise/CCT inspections and reports.
- Agriculture products are typically inspected jointly but reported separately.

4. An Inspection Survey Report is then completed, signed and stamped by the CCT official.



5. Next, go to the CCT Administrative Office, located in the Port, and pay an inspection fee of 0.1% of the value stated on the Invoice (already evaluated by Customs and Excise PPAP). An Inspection Fee Receipt is issued to the exporter.



6. Lastly, the CCT inspection report is given to the Head of the CCT PPAP for approval and signature. A Certificate of Quantity document can also then be issued if needed.

5



Upon completion of the Customs and Excise and CCT inspection process, go to the Port Authority official at the port and arrange for the cargo to be loaded.

Exit Process



1. Present the Port Authority Invoice Receipt and arrange for the cargo to be loaded from the Port to the ship.
2. The cargo will be loaded onto the vessel for export.

Box 14: Additional CAMCONTROL Services

Additional CAMCONTROL Services



If the buyer or destination country requires your cargo to have a Certificate of Analysis, CAMCONTROL can arrange for this service to be performed at its main laboratory in Phnom Penh.



CAMCONTROL PPAP officials can also help exporters package and arrange their cargo in the container. This is particularly important when exporting food or agricultural products. If adequate space is not allowed for packing the container, spoilage can easily occur from heat or condensation caused by the sun.

Exporting by Air

Phnom Penh International Airport (PPIA)

The Phnom Penh International Airport is located 10km from downtown Phnom Penh on Road # 4 (Russian Blvd). The airport export process at Sihanoukville and Siem Reap, while slightly different, should closely match the process below.

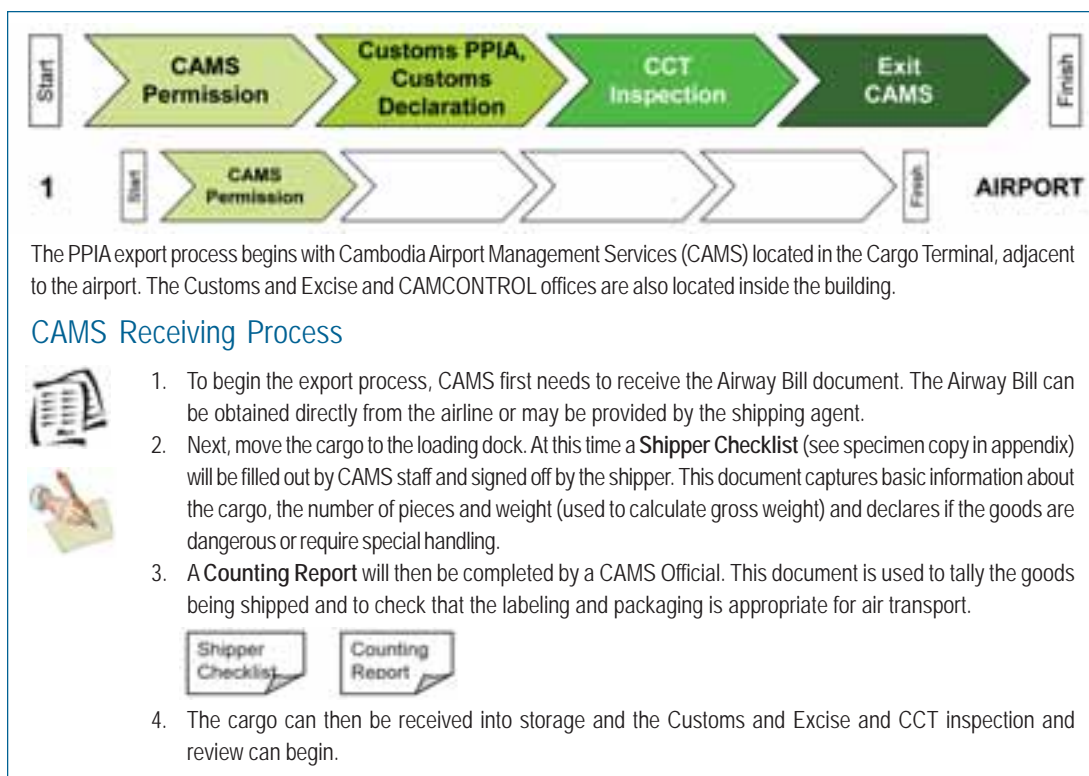
PPIA cargo facilities include mechanical handling, air-conditioned storage, refrigerated and deep freeze storage, fresh meat inspection, livestock handling, security for dangerous goods and very large/heavy cargo.

PPIA Hours of Operation	
CAMS:	06:00 - 21:30 daily
CAMCONTROL:	07:00 - 11:30 M-Fri. 14:00 - 19:00 M-Fri. 07:00 - 11:30 Sat.
Customs and Excise:	07:00 until last flight

Phnom Penh International Airport Export Process

The Phnom Penh International Airport export process can be captured in four key steps. The documentation and requirements are outlined below.

Box 15: Phnom Penh International Airport Export Process



2



After the cargo has been received, a **Customs Declaration Form** will need to be completed at the Customs and Excise PPIA Office in the Cargo Terminal.

Note: A Shipper Declaration Form for Dangerous Goods is needed if the cargo is considered dangerous for aviation transport, such as with aerosol products.

Note: A Live Animals Acceptance Checklist is required if the cargo contains live animals.

Customs Clearance Process



1. First, fill out a Customs Declaration at the Customs and Excise PPIA Office and provide the following documents: Packing List, Commercial Invoice, Airway Bill, Sale Contract Letter, Export License and Certifications (if needed), and Authorization Letter (if needed)

Note: A Certificate of Origin is required if shipping textiles to the European Union.

Note: If returning unused raw material imported under tax exemption, a Customs Permit is required.



2. Arrange for inspection with Customs and Excise PPIA. If exporting garments or textiles, Joint Inspection Report from CAMCONTROL is required.



3. Pay 15,000 Riel for Customs Declaration fees, and any export duty owed, at the Accounting Room. A receipt will be issued.



4. Last, the inspection report will need to be signed and stamped by either the Vice Chief or the Chief of Customs and Excise PPIA.

3

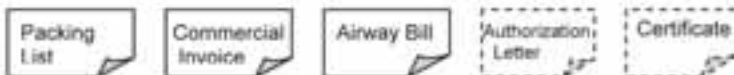


CCT Inspection can take place once the Customs Declaration process has begun. Cargo selected for inspection averages 5% or less. Inspections only take place at the airport facility.

CCT Inspection Process



1. To arrange for CAMCONTROL's review and inspection, go to the CCT office in the Cargo Terminal and provide the following documents: Invoice, Packing List, Airway Bill, Authorization Letter (if needed) and any necessary Licenses or Permits.



If a representative is handling the cargo for the seller, he/she will need to provide a photocopy of an ID card and two photographs. If possible, provide a request or authorization letter to let CCT officials know who will be clearing the cargo and if they have power of attorney.



2. Next, arrange for inspection with CAMCONTROL. If exporting garments or textiles, a Joint Inspection Report with Customs and Excise is required. This process takes 10-15 minutes on average. CAMCONTROL does not seal the cargo after inspection, unlike other export locations.



3. CAMCONTROL will then fill out a separate Inspection Survey Report. This document will be signed and stamped by the CCT official.



- Next, the shipper will pay a 0.1% scanning fee, based on the price of the goods, at the CCT cashier. An Inspection Fee Receipt is issued to the exporter.
- Lastly, the CCT inspection report is given to the Head of the CCT PPIA for approval and signature. A Certificate of Quantity document can also then be issued if needed.

4



Upon completion of Customs and Excise and CCT requirements, the exporter can begin the exit process at the CAMS Administrative Office.

Exit Process



- First, complete an **Export Cargo Form**, also referred to as a **Warehouse Form**. The following supporting documents need to be provided: Airway Bill, Shipper Checklist, Counting Report, Customs Declaration and any additional supporting documentation for exporting special cargo, such as dangerous goods or live animals.



- Next, bring the completed Export Cargo Form to the cashier and pay the cargo handling charges. Payment is based on the cargo's gross weight and if special handling was needed. If exporting perishable goods, CAMS has a cold storage facility. Storage fees are based on cargo weight and time - initially for a three day period and then on a per-day basis.



- Lastly, cargo is moved by CAMS into export storage and prepared for flight. CAMS will complete a Cargo Load Request and follow instructions received from the airline. The goods will then be moved to the aircraft for export.

Appendix

Sample Export Documentation



ព្រះរាជាណាចក្រកម្ពុជា
Kingdom of Cambodia
ជាតិ សាសនា ព្រះមហាក្សត្រ
Nation Religion King
 ២០១៤



ទីស្នាក់ការកណ្តាល ទិច រដ្ឋាករ
Customs and Excise Department
 ការិយាល័យកណ្តាល:.....
 Customs Office:.....

នាយកដ្ឋានព័ត៌មានកម្រិត
Camcontrol Department
 ការិយាល័យកណ្តាល:.....
 Camcontrol Office:.....

គំនិតសំបុត្រ

ស្តីពី

ការពិនិត្យស្របគ្នាសម្រាប់ទំនិញចេញស្រូវ

Joint Inspection Report of Garment and Textile Exports

យោង : - លិខិតឆ្លើយសុំលេខ..... ចុះថ្ងៃទី..... របស់ក្រុមហ៊ុន.....

References: - Submission letter No..... Date..... Manufacturer.....

- ប្រតិបត្តិការណ៍លេខ..... ចុះថ្ងៃទី.....

- Customs declaration No..... Date.....

នៅឆ្នាំ..... ខែ..... ថ្ងៃទី..... រោង..... នៅទីតាំង..... លេខ.....

In the year of..... Month of..... Day of..... on the time of..... At..... N°.....

ផ្លូវ..... ឃុំ/សង្កាត់..... ស្រុក/ខ័ណ្ឌ..... ខេត្ត/ក្រុង.....

Street..... Commune..... District..... Province/City.....

មន្ត្រីកម្ម និងរដ្ឋាករ និងមន្ត្រីកម្រិតពិនិត្យស្របគ្នាទំនិញ..... កុងតឺន័រ ២០'..... កុងតឺន័រ ៤០'

Customs and Camcontrol officers have examined goods loaded in..... 20' container(s)..... 40' container(s)

ដែលមានលេខ /Containers No.....

របស់ក្រុមហ៊ុន..... ដឹកជញ្ជូនដោយក្រុមហ៊ុន.....

Manufacturer..... Transported by.....

សំរាប់ចេញទៅ..... តាមរោងចេញ.....

For export to..... Port of departure.....

សមាសភាពរដ្ឋាករមានសមត្ថកិច្ច

Competent authorities

- មន្ត្រីកម្ម និងរដ្ឋាករ /Customs officers :

- មន្ត្រីកម្រិតពិនិត្យ/Camcontrol officers :

អ្នកទំនិញ/តំណាងដែលមានសមត្ថកិច្ចពិនិត្យ

Exporter/representative present at the time of inspection

ឈ្មោះ/ឈ្មោះស្រី/Mr/Ms..... កាន់អត្តសញ្ញាណប័ណ្ណលេខ/លិខិតឆ្លងដែនលេខ.....

ID card No/Passport No..... ចុះថ្ងៃទី...../issue on..... របស់/by.....

ការបញ្ជូន/Packing.....

របៀបត្រួតពិនិត្យរូបវន្ត/Physical examination method.....

ដោយធ្វើប្រៀបធៀបជាមួយឯកសារដែលបានប្រកាស លើកលែងតែការពិនិត្យរូបវន្តដូចមានប្រកាស :

By verifying with the declared documents, the results of findings are as follows:

ល.រ No.	ពិពណ៌នាទំនិញ Description of goods		ឯកតា Unit	បរិមាណ Quantity		សង្ខេបការសង្ខេប Observation
	បានកាត់ប្រកាស Declared	ពិនិត្យរូបវន្ត Found		បានកាត់ប្រកាស Declared	ពិនិត្យរូបវន្ត Found	

គ្រប់ប្រឡាក់ដែលរឹតបន្តិច ដែលត្រូវពិនិត្យរូបវន្តរួច ហើយដាក់បញ្ចូលក្នុងកុងតឺន័រ ។
 Sealed in packages which have been passed physical examination, then loaded in container(s).

សន្និដ្ឋាន: ផ្អែកលើលទ្ធផលពិនិត្យរូបវន្ត យើងសន្និដ្ឋានថា ទំនិញទាំងឡាយនេះ

Conclusion: Referring to the examination results as mentioned above, we conclude that:

- ឆ្លើយតាមការប្រកាសរួចរាល់ : 1. _____
 Conformed 2. _____
 3. _____
 4. _____
 5. _____
- មិនឆ្លើយតាមការប្រកាសរួចរាល់ : 1. _____
 Non-conformed 2. _____
 3. _____
 ច្បាប់/លិខិតឆ្លើយតប : _____

..... មន្ទីរពិនិត្យរូបវន្តដើម្បីធ្វើការពិនិត្យរូបវន្តរួចរាល់ ។
 ការត្រួតពិនិត្យរូបវន្តបញ្ចប់នៅថ្ងៃខែឆ្នាំដូចខាងលើ ។ ការស្រាវជ្រាវនៃទំនិញ ថ្ងៃ ខែ ឆ្នាំ

Sealed container(s) as mentioned above with seal number..... Examination completed at..... hours..... of the same date; at DD..... MM..... YY.....

កំណត់ហេតុនេះធ្វើជាបី (០៣) ច្បាប់ដើម ដោយម្នាក់ទៀតច្បាប់ដូចគ្នាជាមួយ/សំណាម មួយច្បាប់រក្សាទុកដោយអគ្គនាយកដ្ឋានពន្ធដារ និងមួយច្បាប់ផ្សេងទៀតរក្សាទុកដោយអគ្គនាយកដ្ឋានពន្ធដារ ។

This report is done in three copies, one copy for owner/representative, one copy for Customs Export Office and one copy for Camcontrol Department.

ម្ចាស់ទំនិញ/ តំណាង
 Owner/representative

មន្ត្រីពិនិត្យរូបវន្ត
 Camcontrol officers

មន្ត្រីគយ ជំនាញ
 Customs officers

ព្រះរាជាណាចក្រកម្ពុជា

ជាតិ សាសនា ព្រះមហាក្សត្រ



ប្រទេស : _____

រាជធានី : _____

ខេត្ត/ក្រុង : _____

លេខ : _____

កោះកុង ថ្ងៃទី _____ ខែ _____ ឆ្នាំ ២០០០

សំណើសុំប្រគល់ទិស្សន៍វិញ្ញាបនបត្រស្នាក់នៅ

សូមកោរព្រះ

លោកប្រធានការិយាល័យរដ្ឋ ទីស្នាក់នៅរដ្ឋ

នៃទីស្នាក់ការកណ្តាលរដ្ឋ

ប្រទេស : _____ រាជធានី : _____ ខេត្ត/ក្រុង : _____ លេខ : _____ ឈ្មោះ : _____ ក្រុមប្រឹក្សាភិបាល និងគ្រូបង្រៀន នៃសាលាបឋមសិក្សា និងសាលាមធ្យមសិក្សា ដើម្បីប្រគល់ទិស្សន៍វិញ្ញាបនបត្រស្នាក់នៅ _____ ក្រុមប្រឹក្សាភិបាល និងគ្រូបង្រៀន : _____	<p align="center">ឯកសារយោងសំណើសុំប្រគល់ទិស្សន៍វិញ្ញាបនបត្រស្នាក់នៅ :</p> ១- ប្រតិទិនរដ្ឋបាល : _____ ខែ _____ ឆ្នាំ _____ ២- ព័ត៌មានផ្ទះសំបែង : _____ ខែ _____ ឆ្នាំ _____ ៣- Invoice លេខ : _____ _____ ៤- Packing List លេខ : _____ _____ ៥- ឯកសារ VAT របស់ម្ចាស់ទិស្សន៍វិញ្ញាបនបត្រស្នាក់នៅម្ចាស់ទិស្សន៍វិញ្ញាបនបត្រស្នាក់នៅ ។ _____ _____
---	---

លេខប្រតិទិនស្នាក់នៅសិស្សនិស្សិតរដ្ឋ ទីស្នាក់នៅរដ្ឋ

ក្រុមប្រឹក្សាភិបាល និងគ្រូបង្រៀន នៃសាលាបឋមសិក្សា និងសាលាមធ្យមសិក្សា _____ ខែ _____ ឆ្នាំ ២០០០ ។

ក្រោយពីបានទទួលការសុំនេះក្រោយ លើក្រុមប្រឹក្សាភិបាល និងគ្រូបង្រៀន :

១. អញ្ជើញប្រឹក្សាភិបាល និងគ្រូបង្រៀន ដើម្បីប្រគល់ទិស្សន៍វិញ្ញាបនបត្រស្នាក់នៅដល់ :

ក- ទូរស័ព្ទទៅលោកប្រធាន ឬ អនុប្រធានការិយាល័យរដ្ឋ ទីស្នាក់នៅរដ្ឋ លេខ _____ ថ្ងៃទី _____ ខែ _____ ឆ្នាំ _____ និងលេខទូរស័ព្ទដើម្បីប្រគល់ទិស្សន៍វិញ្ញាបនបត្រស្នាក់នៅ _____ ខែ _____ ឆ្នាំ _____ ។

ខ- ទូរស័ព្ទទៅលេខ _____ លេខ _____ ថ្ងៃទី _____ ខែ _____ ឆ្នាំ _____ លេខ _____ ។

២. ហើយបានដាក់ទិស្សន៍វិញ្ញាបនបត្រស្នាក់នៅ និងគ្រូបង្រៀន នៃសាលាបឋមសិក្សា និងសាលាមធ្យមសិក្សា _____ ខែ _____ ឆ្នាំ _____ ។

_____ ឈ្មោះប្រឹក្សាភិបាល និងគ្រូបង្រៀន

លេខប្រតិទិនស្នាក់នៅ _____ ខែ _____ ឆ្នាំ ២០០០ ។

ប្រធាន

(*) Show net weight (kg) and also quantity in the unit prescribed for category where relevant then net weight (kilograms) by parcel net or kilograms unless stated that the quantity shown is in gross weight. (**) In the currency of the state concerned. (*** In the monetary unit of the country of origin of the goods.)

1. Exporter (name, full address, country) Exportateur (nom, adresse complète, pays)	ORIGINAL		2. No. No.
	3. Export year Année d'exportation	4. Category number Numéro de catégorie	
5. Consignee (name, full address, country) Destinataire (nom, adresse complète, pays)	CERTIFICATE OF ORIGIN (Textile products) <hr/> CERTIFICAT D'ORIGINE (Produits textiles)		
	6. Country of origin Pays d'origine	7. Country of destination Pays de destination	
8. Place and date of shipment - Means of transport Lieu et date d'embarquement - Moyen de transport	9. Supplementary details Détails supplémentaires		
10. Marks and numbers - Number and Kind of packages - DESCRIPTION OF GOODS Marques et numéros - Nombre et nature des colis - DÉSIGNATION DES MARCHANDISES		11. Quantity (') Quantité (')	12. FOB value (') Valeur fob (')
			
13. CERTIFICATION BY THE COMPETENT AUTHORITY - VISA DE L'AUTORITÉ COMPÉTENTE I, the undersigned, certify that the goods described above originated in the country shown in box No 6 in accordance with the provision in force in the European Community. Je soussigné certifie que les marchandises désignées ci-dessus sont originaires du pays figurant dans la case 6, conformément aux dispositions en vigueur dans la Communauté européenne.			
14. Competent authority (name, full address, country) Autorité compétente (nom, adresse complète, pays) Ministry of Commerce 20 A & B Preah Norodom Blvd Phnom Penh Kingdom of Cambodia	At - À _____ on - le _____ <div style="display: flex; justify-content: space-around;"> (Signature) (Stamp - cachet) </div>		

1. Goods consigned from (exporter's business name, address, country)		Reference No.			
2. Goods consigned to (consignee's name, address, country)		GENERALIZED SYSTEM OF PREFERENCES CERTIFICATE OF ORIGIN (Combined declaration and certificate) FORM A			
3. Means of transport and route (as far as known)		Issued in _____ <small>(country)</small> <small>(date when issued)</small>			
4. For official use					
5. Item number	6. Marks and numbers of packages	7. Number and kind of packages; description of goods	8. Origin criterion (see notes overleaf)	9. Gross weight or other quantity	10. Number and date of invoice
<h1 style="margin: 0;">SPECIMEN</h1>					
11. Certification It is hereby certified, on the basis of control carried out, that the declaration by the exporter is correct.			12. Declaration by the exporter The undersigned hereby declares that the above details and statements are correct, that all the goods were produced in _____ <small>(country)</small> and that they comply with the origin requirements specified for those goods in the generalized system of preferences for goods exported to _____ <small>(importing country)</small>		
Place and date, signature and stamp of certifying authority			Place and date, signature of authorized signatory		

NOTES (2005)

I. Countries which accept Form A for the purposes of the generalized system of preferences (GSP):

Australia*	Republic of Belarus	European Union	Italy	Austria
Canada	Republic of Bulgaria	Belgium	Cyprus	Poland
Japan	Russian Federation	Czech Republic	Latvia	Portugal
New Zealand**		Denmark	Lithuania	Slovenia
Norway		Germany	Luxembourg	Slovakia
Switzerland		Estonia	Hungary	Finland
Turkey		Greece	Malta	Sweden
United States of America***		Spain	Netherlands	United Kingdom
		Ireland		

Full details of the conditions covering admission to the GSP in these countries are obtainable from the designated authorities in the exporting preference-receiving countries or from the customs authorities of the preference-giving countries listed above. An information note is also obtainable from the UNCTAD secretariat.

II. General conditions

To qualify for preference, products must:

- (a) fall within a description of products eligible for preference in the country of destination. The description entered on the form must be sufficiently detailed to enable the products to be identified by the customs officer examining them;
- (b) comply with the rules of origin of the country of destination. Each article in a consignment must qualify separately in its own right; and
- (c) comply with the consignment conditions specified by the country of destination. In general, products must be consigned direct from the country of exportation to the country of destination but most preference-giving countries accept passage through intermediate countries subject to certain conditions. (For Australia, direct consignment is not necessary).

III. Entries to be made in Box 8


Preference products must either be wholly obtained in accordance with the rules of the country of destination or sufficiently worked or processed to fulfil the requirements of that country's origin rules.

- (a) Products wholly obtained: for export to all countries listed in Section I, enter the letter "P" in Box 8 (for Australia and New Zealand Box 8 may be left blank).
- (b) Products sufficiently worked or processed: for export to the countries specified below, the entry in Box 8 should be as follows:
 - (1) United States of America: for single country shipments, enter the letter "Y" in Box 8, for shipments from recognized associations of countries, enter the letter "Z", followed by the sum of the cost or value of the domestic materials and the direct cost of processing, expressed as a percentage of the ex-factory price of the exported products, (example "Y" 35% or "Z" 35%).
 - (2) Canada: for products which meet origin criteria from working or processing in more than one eligible least developed country, enter letter "Q" in Box 8; otherwise "P".
 - (3) Japan, Norway, Switzerland, Turkey and the European Union: enter the letter "W" in Box 8, followed by the Harmonized Commodity Description and coding system (Harmonized System) heading at the 4-digit level of the exported product (example "W" 96.18).
 - (4) Bulgaria and the Russian Federation: for products which include value added in the exporting preference-receiving country, enter the letter "Y" in Box 8 followed by the value of imported materials and components expressed as a percentage of the fob price of the exported products (example "Y" 45%); for products obtained in a preference-receiving country and worked or processed in one or more other such countries, enter "N".
 - (5) Australia and New Zealand: completion of Box 8 is not required. It is sufficient that a declaration be properly made in Box 12.

* For Australia, the main requirement is the exporter's declaration on the normal commercial invoice, Form A, accompanied by the normal commercial invoice, is an acceptable alternative, but official certification is not required.

** Official certification is not required.

*** The United States does not require GSP Form A. A declaration setting forth all pertinent detailed information concerning the production or manufacture of the merchandise is considered sufficient only if requested by the district collector of Customs.

1. Goods consigned from (Exporter's business name, address, country)		Reference No.			
2. Goods consigned to (Consignee's name, address, country)		VIETNAM PREFERENTIAL TARIFF FOR AGRICULTURAL PRODUCTS OF CAMBODIA CERTIFICATE OF ORIGIN (Combined Declaration and Certificate) FORM S Issued in Kingdom of Cambodia <div style="text-align: right;">See Notes Overleaf</div>			
3. Means of transport and route (as far as known) Departure date Track's Reg. No. Place of Discharge/Place of Entry		4. For Official Use <input type="checkbox"/> Preferential Treatment Given Under Vietnam Preferential Tariff <input type="checkbox"/> Preferential Treatment Not Given (Please state reason/s) <div style="text-align: right;">Signature of Authorized Signatory of the Importing Country</div>			
5. Item Number	6. Marks and numbers on packages	7. Number and type of packages, description of goods (including quantity where appropriate and HS number of the importing country)	8. Origin criterion (see Notes Overleaf)	9. Gross weight or other quantity and value (FOB)	10. Number and date of invoices
					
11. Declaration by the exporter The undersigned hereby declares that the above details and statements are correct; that all the goods were produced in <div style="text-align: center;">KINGDOM OF CAMBODIA</div> and that they comply with the origin requirements specified for those goods set out in the Notes Overleaf for the goods exported to <div style="text-align: center;">SOCIALIST REPUBLIC OF VIETNAM</div> Place and date, signature of authorized signatory			12. Certification It is hereby certified, on the basis of control carried out, that the declaration by the exporter is correct. Place and date, signature and stamp of certifying authority		

OVERLEAF NOTES

1. Member States which accept this form for the purpose of preferential treatment under the Agreement between the Government of Socialist Republic of Vietnam and the Royal Government of the Kingdom of Cambodia on Agricultural Products of Cambodian Origin Receiving Vietnam Preferential Tariffs:

SOCIALIST REPUBLIC OF VIETNAM

KINGDOM OF CAMBODIA

2. **CONDITIONS:** The main conditions for admission to the preferential treatment are that goods sent to the Socialist Republic of Vietnam:
 - (i) must fall within a description of products eligible for concessions in the Socialist Republic of Vietnam;
 - (ii) must comply with the consignment conditions that the goods must be consigned directly from the Kingdom of Cambodia to the Socialist Republic of Vietnam through the border gates provided in the Arrangement between the Ministry of Trade of the Socialist Republic of Vietnam and the Ministry of Commerce of the Kingdom of Cambodia dated 3rd August 2006; and
 - (iii) must comply with the origin criteria given in paragraph 3 below.
3. **ORIGIN CRITERIA:** For exports to the Socialist Republic of Vietnam to be eligible for preferential treatment, the requirement is that either:
 - (i) the plants and plant products are harvested, picked, or gathered after being grown in the territory of the Kingdom of Cambodia,
 - (ii) goods obtained or produced in the territory of the Kingdom of Cambodia solely from goods referred to in sub-paragraphs (i).

If the goods qualify under the above criteria, the exporter and/or producer must indicate "WFO" in Box 5 of this form.
4. **EACH ARTICLE MUST QUALIFY:** It should be noted that all the goods in a consignment must qualify separately in their own right.
5. **DESCRIPTION OF GOODS:** The description of goods must be sufficiently detailed to enable the goods to be identified by the Customs Officers examining them. Name of the producer and any trade mark shall also be specified.
6. The Harmonized System number shall be that of the Socialist Republic of Vietnam.
7. The term "Exporter" in Box 11 may include the producer or exporter.
8. **FOR OFFICIAL USE:** The Customs Authority of the Socialist Republic of Vietnam must indicate (✓) in the relevant boxes in Column 4 whether or not preferential treatment is accorded.



អាជ្ញាប័ណ្ណនាំចេញទំនិញទៅបរទេស
LICENCE OF EXPORTATION

CLIENT

អ្នកនាំចេញ: Exporter: អាសយដ្ឋាន: Address: ឈ្មោះធនាគារប្រឹក្សា: Solicitor bank: យោង: Reference: ប្រយោជន៍: Purposes:		លេខត្រួតពិនិត្យពាណិជ្ជកម្ម: Registration number: ទូរស័ព្ទ: Phone: លេខនិងពាក្យពន្ធដារ: Customs Code No & Tariff: ប្រភេទរូបិយភ័ណ្ណប្រើប្រាស់: Used currency	
រាយនាមទំនិញនិងការពិពណ៌នា Description & Specification of Goods	បរិមាណ Quantity	តម្លៃប្រើប្រាស់ប្រាក់ Value in hard currencies	
		កម្រិត Unit	សរុប Total
សរុបតម្លៃទំនិញទាំងស្រុង: Total amount in riels: លក្ខខណ្ឌនាំចេញ: Condition of delivery (CIF <input type="checkbox"/> , C&F <input type="checkbox"/> , FOB <input type="checkbox"/> , Others <input type="checkbox"/>) : ប្រទេសដើម: Country of origin: កាលបរិច្ឆេទទូទាត់: Term of payment: អ្នកនាំចេញបរទេស: Foreign purchaser: អាជ្ញាប័ណ្ណនេះមានសុពលភាពរហូតដល់ ថ្ងៃទី:..... This licence is valid until:		អត្រាប្តូរប្រាក់: Exchange rate: ទំនិញនាំចេញទៅកាន់: Goods to export to: ផ្នែកនាំចេញ: Port of loading: បណ្តាញដឹកជញ្ជូន: Means of transport:	
ឈ្មោះ: រាជធានីភ្នំពេញ ថ្ងៃទី អ្នកនាំចេញ (Exporter)	ឈ្មោះ: រាជធានីភ្នំពេញ ថ្ងៃទី ធនាគារប្រឹក្សា (Solicitor Bank)	ឈ្មោះ: រាជធានី រាជធានីភ្នំពេញ ថ្ងៃទី រដ្ឋមន្ត្រី (Minister)	



វិញ្ញាបនបត្រទុកសម្រាប់រក្សា
PART RESERVE FOR CUSTOMS

កាលបរិច្ឆេទនៃ ការទទួលទំនិញ Reception Date of goods	រាយនាមទំនិញ Description of goods	ការទទួល Reception		ឈ្មោះទីស្នាក់ការកម្ម Customs office	ឈ្មោះនិងហត្ថលេខា អ្នកត្រួតពិនិត្យ Name & Signature of Controller
		បរិមាណ Quantity	តម្លៃសរុបបញ្ចូលប័ណ្ណ Total amount in hard currencies		

កំណត់សំគាល់ : - អាជ្ញាប័ណ្ណនេះនឹងអស់សុពលភាព បើសិនជាពុំបានប្រើប្រាស់ក្នុងចំណោមរយៈពេលកំណត់ ។

Note :

- This licence is not valid beyond the specified date of expiry.
- អាជ្ញាប័ណ្ណនេះមិនអាចប្រើប្រាស់បាន ឬ ផ្ទេរទៅអ្នកដទៃបាន ។
- This licence is individualized and is not transferable.
- ការប្រើប្រាស់អាជ្ញាប័ណ្ណនេះដោយអ្នកដទៃ ឬ អ្នកត្រូវទទួល ប្រសិនបើលក្ខណៈនៃអតិថិជនកំណត់ក្នុងអាជ្ញាប័ណ្ណនេះនឹងត្រូវផាក
ជំន្រា ឬ ផ្តន្ទាទោសតាមច្បាប់ជាធរមាន ។
- Fines and criminal changes would be imposed in case this licence is used by a third party other than the beneficiary.

ព្រះរាជាណាចក្រកម្ពុជា
ជាតិ សាសនា ព្រះមហាក្សត្រ
-១៩៧-

ក្រុមហ៊ុន.....
អាសយដ្ឋាន.....
ទូរស័ព្ទ..... ទូរសារ.....
E-mail.....

គោរពជូន

ឯកឧត្តមនេសជ្ជៈមន្ត្រី រដ្ឋមន្ត្រីក្រសួងពាណិជ្ជកម្ម

កម្មវត្ថុ: សំណើសុំចុះឈ្មោះក្នុងបញ្ជីក្រុមហ៊ុន ដែលមានសិទ្ធិទទួលបានអត្ថប្រយោជន៍ពីប្រព័ន្ធអនុក្រោះពាណិជ្ជកម្ម និងពី
ពិសក្សណៈសម្បត្តិជាប្រជាជាតិមានភាពអនុក្រោះជាងគេ (បញ្ជី GSP/MFN) ។

ខ្ញុំបានសូមការអនុញ្ញាតពី **ឯកឧត្តមនេសជ្ជៈមន្ត្រី** មេត្តាពិនិត្យលទ្ធភាពចុះឈ្មោះក្រុមហ៊ុនខ្ញុំនៅក្នុងបញ្ជី
GSP/MFN នៅនាយកដ្ឋានប្រព័ន្ធអនុក្រោះពាណិជ្ជកម្មនៃក្រសួងពាណិជ្ជកម្ម ។

ក្រុមហ៊ុនខ្ញុំបានចុះបញ្ជីពាណិជ្ជកម្មនៅថ្ងៃទី.....ឆ្នាំ.....

ក្រុមហ៊ុនបានដំណើរការនៅទីកន្លែង.....ចាប់ពីថ្ងៃទី.....

ហើយមានបំណងនាំចេញផលិតផលទៅលក់នៅបរទេស ដោយទទួលបានអត្ថប្រយោជន៍ពីប្រព័ន្ធអនុក្រោះពាណិជ្ជកម្ម និង
ពិសក្សណៈសម្បត្តិជាប្រជាជាតិមានភាពអនុក្រោះជាងគេ ដែលព្រះរាជាណាចក្រកម្ពុជាកំពុងទទួលបានពីបណ្តាប្រទេស
អភិវឌ្ឍន៍លើសកលលោក ។

ខ្ញុំបានសូមសន្យាថា និងមិនធ្វើសកម្មភាពណាមួយដែលរំលោភទៅលើបែបបទប្រករណីនៃប្រទេសខ្មែរ ដែលនាំមក
ប៉ះពាល់ដល់កិត្តិយស និងអាយុជីវិតនៃសេដ្ឋកិច្ចរបស់ព្រះរាជាណាចក្រកម្ពុជាឡើយ ។ (I state that I shall not
commit any activity that violates the Rule of Origin, resulting in the damage of the credibility
and economic activities of the Kingdom of Cambodia.)

ជាពិសេស ក្រុមហ៊ុនខ្ញុំបាននឹងមិនប្រព្រឹត្តបទល្មើសដូចខាងក្រោមនេះ (In particular, my company will
not commit the following offences) :

- ១- ការផ្ទេរទំនិញដោយខុសច្បាប់ និង/ឬ លួចប្តូរផ្លូវដឹកនាំទំនិញក្នុងពេលបំណែងគេចវេសពីទម្រង់ប្រករណីនៃ
ទំនិញអនុវត្តដោយប្រទេសអភិវឌ្ឍន៍ដែលនាំចូលទំនិញ ។ (Illegal transhipment and/or rerouting of
goods aiming at circumventing the Rule of Origin applicable in developed countries
imported goods.)
- ២- ការប្រកាសក្លែងប្លំបាំងប្រទេសជាប្រករណីនៃទំនិញ ។ (False declaration concerning the
Country of Origin)

៣-ការកែប្រែឯកសារផ្លូវការរបស់រដ្ឋ ។ (Falsification of official documents)

៤-ទំនិញដែលនាំចេញត្រូវតែមានដាច់ខាតដំបូងដោយមានសុទ្ធតែបានផលិតនៅកម្ពុជា ។ (Export goods shall be affirmed that the goods originating in Cambodia.)

៥-ល្មើសប្រមូលទំនិញដែលផលិតបង្កើតឡើងនៅក្នុងប្រទេសកម្ពុជា ជាមួយនិងបរិមាណទំនិញសន្លឹកសម្រាប់ផលិតនៅប្រទេសក្រៅ ។ (Mixing small quantities of locally made products with large consignment of foreign made goods.)

៦-ល្មើសបញ្ជូនទំនិញក្នុងព្រះរាជាណាចក្រកម្ពុជាទៅផលិតផលដែលផលិតនៅក្រៅប្រទេស និង ក្លែងបន្លំវិញ្ញាបនបត្រផ្ទុកទំនិញ ដើម្បីមកសុំវិញ្ញាបនបត្របញ្ជាក់ប្រភពដើម ។ (Illegal importing foreign goods into the Kingdom of Cambodia and falsifying the contents in Bill of lading in order to apply for the Certificate of Origin.)

៧-ល្មើសផ្ទុកទំនិញដែលរដ្ឋ និងអន្តរជាតិហាមឃាត់ ។ (Illegal loading of both nationally and internationally prohibited goods.)

៨-ប្រើប្រាស់ឯកសារក្លែងក្លាយមកសុំវិញ្ញាបនបត្របញ្ជាក់ប្រភពដើម ។ (Using forged documents to apply for the Certificate of Origin.)

៩-ប្រព្រឹត្តល្មើសណាមួយ ដែលប៉ះពាល់ដល់កិត្តិយសនៃព្រះរាជាណាចក្រកម្ពុជា ។ (Committing any offence affecting the credibility of the Kingdom of Cambodia.)

ក្នុងករណីក្រុមហ៊ុនខ្ញុំបានមិនពេរតាមកិច្ចសន្យានេះ ក្រុមហ៊ុនសូមទទួលខុសត្រូវការដាក់ទណ្ឌកម្មពីក្រសួងពាណិជ្ជកម្ម ដោយការផ្អាក ឬ ការបញ្ឈប់ខ្ញុំការចេញវិញ្ញាបនបត្របញ្ជាក់ប្រភពដើមទំនិញ ហើយក្នុងករណីធ្ងន់ធ្ងរ ក្រុមហ៊ុនសូមទទួលខុសត្រូវចំពោះមុខច្បាប់នៃព្រះរាជាណាចក្រកម្ពុជា ។ (In case that the company fails to comply with the above statements, it will accept any punishment imposed by the Ministry of Commerce by suspending or no longer issuing Certificate of Origin. In severe case, the company will accept legal proceedings under the laws and regulations of the Kingdom of Cambodia.)

សូម ឯកទត្តមរោងចក្រ មេត្តាទទួលខុសត្រូវការពារពង្សប័ណ្ណសំរាប់ទំនិញ ។

រាជធានីភ្នំពេញ, ថ្ងៃទី

នាយកក្រុមហ៊ុន

(ហត្ថលេខានិងត្រា)
ឈ្មោះ

ក្រសួងពាណិជ្ជកម្ម

MINISTRY OF COMMERCE

នាយកដ្ឋានប្រព័ន្ធអនុគ្រោះពាណិជ្ជកម្ម

Trade Preferences Department

បទដ្ឋានដំណែងទទួលបានការស្នើ
(RECEIPT)

No.

នាយកដ្ឋានប្រព័ន្ធអនុគ្រោះពាណិជ្ជកម្មបានទទួលពីលោក

Trade Preferences Department acknowledges receipt from

តំណាងអោយក្រុមហ៊ុន (representing the company)

នៅថ្ងៃទី ១៩ ខែ ធ្នូ ២០០៧ ម៉ោង

on 2007 at

វិញ្ញាបនប័ត្រប្រភពដើម ទម្រង់ធម្មតា

នូវសំណុំរឿងមួយច្បាប់អំពីការដាក់ពាក្យសុំ

a set of documents pertaining to the application for

(a Form N Certificate of Origin)

វិញ្ញាបនប័ត្រប្រភពដើម ទម្រង់ អា

(a Form A Certificate of Origin)

វិញ្ញាបនប័ត្រប្រភពដើម ទម្រង់ B255E

(a Form B255E Certificate of Origin)

សំរាប់នាំចេញទៅកាន់ប្រទេស (for export toward)

នូវផលិតផលដូចតទៅនេះ (of the following products)

សំលៀកបំពាក់ប្រភេទ

Garment/Apparel of Category
Category

ចំនួន

in a quantity of
in a quantity of

ឱ្យ

Dozens.
Dozens.

ស្រោមដៃប្រភេទ

Gloves of Category

ចំនួន

in a quantity of

ឱ្យ. គូ

Dozens-Pairs

សំណុំរឿងមានភ្ជាប់ឯកសារយោងគ្រប់គ្រាន់ ហើយនឹងត្រូវដាក់ចូលមតិសំរេចពីភ្នាក់ងារនាំ ក្រសួងពាណិជ្ជកម្ម ក្នុងកាលបរិច្ឆេទនៃចុងប្រកាសរបស់ក្រសួងពាណិជ្ជកម្ម លេខ ៥១៥៨៧៧.បអព ចុះថ្ងៃទី ១៧ ខែ កុម្ភៈ ឆ្នាំ ១៩៩៩ និង ប្រកាសលេខ ១៥៩ MOC/M២០០៤ ចុះថ្ងៃទី ១៩ ខែ សីហា ឆ្នាំ ២០០៤ ។

This set of documents contained the necessary supportive documents and would be processed in due course for the Ministry of Commerce's decision as prescribed in the Ministry of Commerce's Prakas No. 315 MOC M dated February 17, 1999 and Prakas No. 159 MOC/M2004 dated August 19, 2004.

អាស្រ័យហេតុនេះ សូមតំណាងក្រុមហ៊ុនខាងលើអញ្ជើញមកទទួលយកនូវសំណុំរឿង និង ចំណើយរបស់ក្រសួងពាណិជ្ជកម្មនៅថ្ងៃទី ១៩ ខែ ធ្នូ ២០០៧ វេលាម៉ោង ពីបញ្ជីទទួលបានការស្នើនាយកដ្ឋានប្រព័ន្ធអនុគ្រោះពាណិជ្ជកម្ម ។

Therefore, the Representative of the above company is requested to show up and take back the set of documents, and the Ministry of Commerce's reply on 2007 at at the application booth of the Trade Preferences Department.

ក្នុងករណីមានការយឺតយ៉ាវ ឬ ទុកខានមិនបានទទួលសំណុំរឿងវិញតាមការកំណត់ខាងលើ សូមទាក់ទងនឹងរាយការណ៍ផលាយលក្ខណ៍អក្សរធ្វើជូនទៅខុទ្ទកាល័យ ដ៏គន្លងមនោស្រ្តី រដ្ឋមន្ត្រីក្រសួងពាណិជ្ជកម្ម ។

In the event of any delay or impossibility to get a response at the above specified date and time, please report to the Cabinet of the Senior Minister, Minister of Commerce for the further inquiry.

ធ្វើនៅភ្នំពេញ, ថ្ងៃទី ១៩ ខែ ធ្នូ ២០០៧
Prepared in Phnom Penh on 2007

ឧប. រដ្ឋមន្ត្រី
រដ្ឋមន្ត្រីក្រសួងពាណិជ្ជកម្ម

On behalf and by order of the Senior Minister
Minister of Commerce

អនុប្រធាននាយកដ្ឋានប្រព័ន្ធអនុគ្រោះពាណិជ្ជកម្ម
The Deputy Director of the Trade Preferences Department

ក្រសួងវប្បធម៌ វិចិត្រសិល្បៈ
Ministry of Culture and Fine Arts
នាយកដ្ឋាន វេទិកាសិល្បៈ
Department of Heritage
លេខ : អនប្ប

ព្រះរាជាណាចក្រកម្ពុជា
Kingdom of Cambodia
ជាតិ សាសនា ព្រះមហាក្សត្រ
Nation Religion King

លិខិតអនុញ្ញាត
AUTHORIZATION

បានអនុញ្ញាតឱ្យ..... មុនាចារ.....
Authorize..... Occupation.....

អាសយដ្ឋាន.....
Address.....

ចំនួនវត្ថុសិល្បៈ..... មុន ប្រភេទ..... គ្រឿង
Quantity of Art Object Exported..... Kind..... Pieces

វត្ថុធាតុ.....
Material.....

ជាវត្ថុសិល្បៈ.....
As Art Object.....

ការដឹកជញ្ជូន.....
Export Transportation.....

ថ្ងៃ ខែ ឆ្នាំ ចេញ.....
Export Date.....

កំណត់ត្រីប្រាសាទតែមួយគត់ ។
The possible Only once Use

បាន ឃើញ
Approval

ភ្នំពេញថ្ងៃទី ខែ ឆ្នាំ២០០០
Phnom Penh.....

នាយកដ្ឋានវេទិកាសិល្បៈ
Director

វ ប ប រ តី
Minister

ព្រះរាជាណាចក្រកម្ពុជា
ជាតិ សាសនា ព្រះមហាក្សត្រ

ក្រសួងឧប្បត្តិធម៌ និងវិចិត្រសិល្បៈ
នាយកដ្ឋានមេតិកកណ្ត

កាក្របសុំពិធីក្រសួងសិល្បៈនាំចេញ

អាច និងកេត្តខាង..... ភេទ..... អាយុ..... សញ្ជាតិ.....
មុនរបរ.....
អាសយដ្ឋាន.....
ទូរស័ព្ទលេខ.....

គោរពជូន
លោកប្រធាននាយកដ្ឋានមេតិកកណ្ត

កម្មវត្ថុ: សំណើសុំពិធីក្រសួងសិល្បៈចំនួន.....មុន ត្រូវជា.....ប្រៀប ។
គោលបំណង.....
មន្ត្រីចាយនាំចេញ.....

ជូនក្លាម៖ : ការងារបញ្ជីវត្ថុសិល្បៈដែលស្នើទាក់ទងចំនួន..... ០២ គ្រាប់ ។
រូបថតវត្ថុសិល្បៈដែលស្នើទាក់ទងចំនួន..... ០២ គ្រាប់ ។
ថ្មីបាទ អាងថ្មី សូមសន្យាថា :
យកវត្ថុសិល្បៈដល់ទីកន្លែងនាំចេញដោយស្មោះត្រង់ និងប្រើប្រាស់ប្រាក់ចេញនាំចេញ ។
ក្នុងករណីជាការប្រកាស ថ្មីបាទ អាងថ្មី សុខទិតុផ្អាកការនាំចេញ ។
យល់ព្រមធ្វើបែបបទរក្សាទុកផ្ទាំងចំនួន ឬប្រករណ៍ផ្ទាំងរក្សាទុកជាសម្បត្តិជាតិ ។
យល់ព្រមរក្សាទុកវត្ថុសិល្បៈ ។
អាស្រ័យហេតុនេះ សូមលោកប្រធានមេត្តាពិនិត្យ ដោយការស្នើតាមការសុំ ។
ធ្វើនៅ រាជធានីភ្នំពេញ ថ្ងៃទី..... ខែ ឆ្នាំ ២០០.....

ហត្ថលេខា

**ប្រារព្ធនាវិចិត្រសិល្បៈ
ជាតិ សាសនា ព្រះមហាក្សត្រ**

ក្រសួងវប្បធម៌ វិទ្យាសាស្ត្រ និងកីឡា
នាយកដ្ឋានបេតិកភណ្ឌ

តារាងបញ្ជីសិល្បៈ

ល.រ	ឈ្មោះសិល្បៈ	ស្ថានភាព	ភូមិភាគ	កំណើត	ទំនិញ	រយៈពេល	វិញ្ញាបនបត្រ	ចំណេះ

ករណីបញ្ជីសិល្បៈ ត្រូវចុះបញ្ជីនៅ ខេត្ត.....នៃ.....ស្ថិតិ.....
 លេខបញ្ជីសិល្បៈ ក្រុមបេតិកភណ្ឌ
 ១. លេខ
 ២. លេខ
 ៣. លេខ



Form
COUNTING REPORT - LOADING DOCK

Ref: PR CEX 001-02
Revision Status: 2
Effective Date: 30/03/05

Forwarding Agent: _____
Representative: _____
Telephone N°: _____

Master AWB N°: _____
Arrival Date: _____
Arrival Time: _____

NO	NO		NO		NO		NO		NO		NO			
	PCS	KGS	PCS	KGS	PCS	KGS	PCS	KGS	PCS	KGS	PCS	KGS		
1			21		41		61		81					
2			22		42		62		82					
3			23		43		63		83					
4			24		44		64		84					
5			25		45		65		85					
6			26		46		66		86					
7			27		47		67		87					
8			28		48		68		88					
9			29		49		69		89					
10			30		50		70		90					
11			31		51		71		91					
12			32		52		72		92					
13			33		53		73		93					
14			34		54		74		94					
15			35		55		75		95					
16			36		56		76		96					
17			37		57		77		97					
18			38		58		78		98					
19			39		59		79		99					
20			40		60		80		100					
SUB TOTAL			SUB TOTAL			SUB TOTAL			SUB TOTAL			SUB TOTAL		

<input type="checkbox"/> Attachment (Anhang)	<input type="checkbox"/> Surcharge (Zuschlag)
<input type="checkbox"/> Master AWB	<input type="checkbox"/> Dangerous cargo (Gefahrstoffe)
<input type="checkbox"/> House AWB	<input type="checkbox"/> Live animal (Lebendtiere)
<input type="checkbox"/> Weighting slip (Zettel)	<input type="checkbox"/> Cold storage (Kühlgepack)
	<input type="checkbox"/> Others (andere): _____

GRAND TOTAL

NO	PCS	KGS
Other Remarks (Anmerkungen)		

Delivered By NAME & SIGNATURE OF SHIPPER OR REPRESENTATIVE	Counted By NAME & SIGNATURE OF AWB TEAM LEADER	Checked By NAME & SIGNATURE OF AWB SUPERVISOR
---	---	--

1. Flight number and date:

Ճարձվի և իվի

2. Do you have Master Air waybill (MAWB) for the above flight?

Վերահսկողնային MAWB մտնումե՞ստե՞ք ըստ

01-01/ Yes • please provide your MAWB Number

• please provide your MAWB number
• House AWB number, if applicable
• provide your House AWB number

02-01/ No • do you have House AWB (HAWB)?

Վերահսկողնային HAWB ըստ

01-01/ Yes • provide your HAWB number
• provide your HAWB number
• provide MAWB number
• provide your MAWB number
• proceed to question-3

02-02/ No • sorry, we cannot accept your shipment now. Kindly move your vehicle to the parking for a while

Եթե չունեք վերահսկողնային MAWB և/ կամ վերահսկողնային HAWB, արե՞ք ձեր ավտոմեքենան քարշահե՛ք

3. Do you need special handling for any piece of your shipment? (see the table below before answering)

Վերահսկողնային ձեր ավտոմեքենայի մասերի համար հատուկ մշակումներ պահանջո՞ւմ ե՞ք

01-01/ Yes • specify

• Live Animal
• Cold Storage
• Dangerous Goods
• Other?

Pos	Kgs	Remark
Դրվ	Քգ	Կատարել
Դրվ	Քգ	Կատարել
Դրվ	Քգ	Կատարել
Դրվ	Քգ	Կատարել

02-01/ No

4. Have you labeled each carton (piece) of your shipment with above MAWB and HAWB number?

Վերահսկողնային ձեր ավտոմեքենայի MAWB և HAWB ընդգրկո՞ւմ ե՞ք

01-01/ Yes • proceed to number-5

արե՞ք ձեր հարց 5

02-01/ No • sorry, we cannot accept your shipment now. Kindly move your vehicle to the parking area for a while

Եթե չունեք վերահսկողնային MAWB և/ կամ վերահսկողնային HAWB, արե՞ք ձեր ավտոմեքենան քարշահե՛ք

5. Is there any piece of your cargo subject to the Dangerous Goods Regulation and restricted to transport by air?

Վերահսկողնային ձեր ավտոմեքենայի մասերից որո՞շիս են վերահսկողնային և սահմանափակված օդով տեղափոխման

01-01/ Yes • do you have proper packaging as required by Dangerous Goods Regulation accepted by your carrier (airlines)?

Վերահսկողնային ձեր ավտոմեքենայի մասերից որո՞շիս են վերահսկողնային և սահմանափակված օդով տեղափոխման

01-02/ Yes • please fill out the counting report in the reverse side and sign delivery with our team leader (blue-collar-shirted)

Կատարե՛ք հակադրամասում հարց 5-ը և նշե՛ք ձեր ստորագրությունը մեր թիմի ղեկավարի (կապույտ կոլարով հագնված) հետ

02-01/ No • sorry, we cannot accept your shipment now. Kindly move your vehicle to the parking area for a while

Եթե չունեք վերահսկողնային MAWB և/ կամ վերահսկողնային HAWB, արե՞ք ձեր ավտոմեքենան քարշահե՛ք

02-02/ No • please fill out the counting report in the reverse side and sign delivery with our team leader (blue-collar-shirted)

Կատարե՛ք հակադրամասում հարց 5-ը և նշե՛ք ձեր ստորագրությունը մեր թիմի ղեկավարի (կապույտ կոլարով հագնված) հետ

Team Signature, Name in Print
Կատարել հարց 5-ը ինչպես

លិខិតប្រកាស (បណ្តោះអាសន្ន)

- ខ្ញុំបាទ/ខ្ញុំស្រី : តំណក់ក្រុមហ៊ុន.....

- ទំនាក់ទំនង-ទំនាក់ទំនង :

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

- ទំនួលខុសត្រូវ :

ឯកសារភ្ជាប់

រោងចក្រ ថ្ងៃទី..... ខែ ឆ្នាំ ២០០៧

- S.G.S/BIVAC.....

ហត្ថលេខា

- លិខិតអនុញ្ញាតិ

Thompson of Exporter

- វិក័យបត្រ (INVOICE)

- លិខិតផ្ទេរសិទ្ធិ.....

កំណត់បន្ទាញ	
១. យោបល់រដ្ឋបាល	២. យោបល់បច្ចេកទេស

៣. លទ្ធផលការវាយតម្លៃ

ល.រ	ចំណាត់	ឯកតា	ទំនាក់ទំនង	ប្រភេទ	ផ្សេងៗ
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

យោបល់ប្រធាន

៥. យោបល់អ្នកពិនិត្យ

ល.រ	ចំណាត់	ឯកតា	ផ្សេងៗ
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			

មន្ត្រីអ្នកពិនិត្យ

០០០០ ០០០០០០០០

សវនករ និងរដ្ឋាករស្តុកទុនខ្មែរ
 ស្ថាប័នសវនករ និងរដ្ឋាករស្តុកទុនខ្មែរ
 លេខ.....គ.ចម

ព្រះរាជាណាចក្រកម្ពុជា
 ជាតិ សាសនា ព្រះមហាក្សត្រ

លិខិតអនុញ្ញាត

រថយន្តអង្គភាព.....ចេញ ចូល
 ថ្ងៃ-កម្ពុជា.....
 ផ្តល់ជូនលោក.....
 រថយន្តប្រភេទ.....លេខម៉ាស៊ីន.....លេខតុ
 លេខថ្នាក់ត្រួតពិនិត្យ.....ពិណ.....ឆ្នាំផលិត.....
 ដើម្បីដឹកជញ្ជូន.....
 តាមមាត់ច្រក.....
 លិខិតមានតម្លៃពីថ្ងៃទី.....២០០៧ដល់ ថ្ងៃទី.....២០០៧
 រោយបើក ថ្ងៃទី..... ខែ.....ឆ្នាំ ២០០៧
 ប្រធានស្ថាប័ន

ទទួលស្គាល់របស់គេ ប្រចាំការនៅមាត់ច្រក

ចេញ			ចូល		
ថ្ងៃ	ម៉ោង	ហត្ថលេខា និងត្រារបស់គេ	ថ្ងៃ	ម៉ោង	ហត្ថលេខា និងត្រារបស់គេ



ព្រះរាជាណាចក្រកម្ពុជា
KINGDOM OF CAMBODIA
ជាតិ សាសនា ព្រះមហាក្សត្រ
NATION RELIGION KING

នាយកដ្ឋានកម្មវិធីស្រាវជ្រាវ និងការពារពាណិជ្ជកម្ម និងបង្ការការក្លែងបន្លំ "កាំកុងត្រូល"
CAMCONTROL, Cambodia Import Export Inspection and Fraud Repression Direction
50Es, 144 Street, Phnom Penh, Cambodia, Tel & Fax: (855-23) 426 166

សាខា (Branch):.....ទួលគោក

ប៉ូស្ត (Post):.....អូរព្រែក

របាយការណ៍ស្រាវជ្រាវ
Survey Report

លេខ (No) ២៨-០១០៥០

កាលបរិច្ឆេទ(Date):.....

- បរិយាកាសលក្ខណៈទំនិញ (Description of Cargo):.....
- បរិមាណ (Quantity) :.....
- សញ្ញា (Marks) :.....
- មធ្យោបាយដឹកជញ្ជូន (Means of transportation):.....
- ម្ចាស់ទំនិញ / អ្នកនាំចូល (Shipper / Importer):.....
- ឯកសារយោង (Reference) :.....
- លក្ខណៈនៃការដេញដូរ (Packing) :.....

ខ្លឹមសារនៃការស្រាវជ្រាវ: បញ្ជាក់ទម្រង់បរិមាណរបស់ទំនិញ
Scope of intervention: Ascertaining quantity of the cargo

លទ្ធផល (Findings):

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

- ទីកន្លែងប្រព្រឹត្តិការណ៍ (Place of intervention)
- កាលបរិច្ឆេទនៃការប្រព្រឹត្តិការណ៍ (Date of intervention):.....



ស្នាក់ការស្រាវជ្រាវ
Surveyor

Copy 2 ព្រះរាជាណាចក្រកម្ពុជា KINGDOM OF CAMBODIA	1 មជ្ឈមណ្ឌលការពារពន្ធ Office Code		ព្រះរាជក្រឹត្យ Customs Declaration			
	2 ឈ្មោះ ឬ ក្រុមហ៊ុន Exporter/Company	3 លេខកូដ Code	4 ប្រភេទប្រតិបត្តិ Operation type			
7 ឈ្មោះ ឬ ក្រុមហ៊ុន Importer/Company	8 លេខកូដ Code	5 ចំនួនប្រាក់ Number of Packages	6 ចំនួនវត្ថុ Number of Items	4 លេខសំណុំរៀបចំសេវា Number and date of registration		
		9 ប្រណិមនីយ៍ Previous declaration			10 លេខស្នាក់នៅ Warehouse code	
11 ក្រសួង ឬ មន្ត្រី Declarant / Representative	12 លេខកូដ Code	13 ខេត្ត Province	14 លេខកូដ Code	ទ្រព្យ Stamp		
		15 គោលដៅ Destination	16 លេខកូដ Code			
		17 ប្រទេសដើម Country of origin	18 លេខប្រទេសដើម Foreign country code			
19 ឈ្មោះយានយន្តដឹកនាំ Identity of means of transport at departure	20 ឈ្មោះយានយន្តដឹកនាំ Identity of means of transport at border crossing	21 អត្រាប្តូរស្រុកកម្ពុជា Exchange rate USD to Riel		22 ប្រភេទប្រតិបត្តិសេវា Transaction type code		
23 ទីកន្លែងពិនិត្យ Inspected point		24 ទីកន្លែងពិនិត្យ Location of goods for inspection	25 លេខប្រតិបត្តិសេវា Invoice amount in US dollars		26 លេខប្រតិបត្តិសេវា Invoice amount in accounting currency	
ធាតុដើម Item 1	27 ពិពណ៌នាអំពីទំនិញ លេខស្រាប់ ឬ ចំនួន Description of goods, marks and numbers of packages		28 ប្រភេទពន្ធ Tariff classification			
			29 លេខនីតិវិធី Customs procedure code	30 លេខប្រទេសដើម Country of origin code	31 លេខសន្យាពន្ធ Preferential tariff agreement code	
			32 ទម្ងន់សរុប គិតជា គីឡូ Gross weight (Kg)			
			33 ទម្ងន់ស្រុក គិតជា គីឡូ Net weight (Kg)			
			34 លិខិតបន្ថែម Supplementary unit			
35 លេខស្នាក់នៅ Parce Number			36 តម្លៃទំនិញ Customs value	37 តម្លៃទីផ្សារ Market value		
38 លេខស្នាក់នៅ Market Number	39 លេខស្រាប់ Line Number	40 ការគណនាពន្ធនិងប្រាក់ប្រចាំ Computation of duties and taxes for this item				
		ប្រភេទ Type of taxes	អត្រា Rate	មូលដ្ឋាន Calculation base	ការវាយតម្លៃ Assessment of customs value	ចំនួន Amount
41 ឯកសារភ្ជាប់ Attached documents						
		សរុបតម្លៃទំនិញ Total payment for this item				
B ព័ត៌មានអំពីការប្រគល់ទំនិញ Details of payment for the whole declaration			42 ចំនួនសរុប Grand total			
លេខសំណុំរៀបចំសេវា Number & date of completion			44 លេខស្នាក់នៅ Credit number	ប្រភេទ Type of taxes		
លេខសំណុំរៀបចំសេវា Number & date of receipt			45 វិធីសាស្ត្រ Method of payment	ចំនួន Amount		
លិខិតគណនាប្រាក់ Other accounting details						
			សរុបសរុប Total			
C ការគ្រប់គ្រងការដឹកនាំទំនិញ Control of export shipment by the departure office			46 ទីកន្លែង Place and date			
- លទ្ធផលនៃការគ្រប់គ្រង Results of controls			ទ្រព្យ Stamp			
- លេខសំណុំរៀបចំសេវា និងសញ្ញា Number and marks of seals						
- លិខិតបញ្ជាក់ការដឹកនាំទំនិញ Goods and documents must be presented by: Time DD MM YY			ហត្ថលេខា និងឈ្មោះនៃអ្នកប្រកាស Signature & name of declarant			

D သော့ဖွင့်ရေးအဖွဲ့ဝင်များအဖွဲ့ဝင်များ၏အဖွဲ့ဝင်များ၏ အစိတ်အပိုင်း စစ်ဆေးခြင်းကို ကုန်ပစ္စည်းများကို စစ်ဆေးခြင်း

Blank area for details of goods examination by customs officers.

အမှတ်တံဆိပ်များကို ခြားနားစွာ
Name, date and signature

F စစ်ဆေးမှုရလဒ်များကို အစိတ်အပိုင်း စစ်ဆေးခြင်း

1 သော့ဖွင့်ရေး အရေအတွက်	အမှတ်တံဆိပ်များကို ခြားနားစွာ	Comply	<input type="checkbox"/>	4 သော့ဖွင့်ရေး အရေအတွက်	အမှတ်တံဆိပ်များကို ခြားနားစွာ	Comply	<input type="checkbox"/>
	အမှတ်တံဆိပ်များကို ခြားနားစွာ	Non-comply	<input type="checkbox"/>		အမှတ်တံဆိပ်များကို ခြားနားစွာ	Non-comply	<input type="checkbox"/>
2 သော့ဖွင့်ရေး ဝန်ဆောင်မှု	အမှတ်တံဆိပ်များကို ခြားနားစွာ	Comply	<input type="checkbox"/>	5 သော့ဖွင့်ရေး အခြား	အမှတ်တံဆိပ်များကို ခြားနားစွာ	Comply	<input type="checkbox"/>
	အမှတ်တံဆိပ်များကို ခြားနားစွာ	Non-comply	<input type="checkbox"/>		အမှတ်တံဆိပ်များကို ခြားနားစွာ	Non-comply	<input type="checkbox"/>
3 သော့ဖွင့်ရေး မူရင်း	အမှတ်တံဆိပ်များကို ခြားနားစွာ	Comply	<input type="checkbox"/>	အခြားအစိတ်အပိုင်း အခြားအစိတ်အပိုင်း			
	အမှတ်တံဆိပ်များကို ခြားနားစွာ	Non-comply	<input type="checkbox"/>	အမှတ်တံဆိပ်များကို ခြားနားစွာ			

Release note No. _____ date DD _____ MM _____ FY _____ authorized by _____

အမှတ်တံဆိပ်များကို ခြားနားစွာ
Name and signature

အစိတ်အပိုင်း စစ်ဆေးခြင်း

G အမှတ်တံဆိပ်များကို ခြားနားစွာ စစ်ဆေးခြင်း

Blank area for post-clearance review.

အမှတ်တံဆိပ်များကို ခြားနားစွာ
Name, date and signature

H အမှတ်တံဆိပ်များကို ခြားနားစွာ စစ်ဆေးခြင်း

အမှတ်တံဆိပ်များကို ခြားနားစွာ စစ်ဆေးခြင်း

အမှတ်တံဆိပ်များကို ခြားနားစွာ စစ်ဆေးခြင်း

အမှတ်တံဆိပ်များကို ခြားနားစွာ စစ်ဆေးခြင်း

အမှတ်တံဆိပ်များကို ခြားနားစွာ စစ်ဆေးခြင်း

အမှတ်တံဆိပ်များကို ခြားနားစွာ
Name, date and signature



ក្រសួងសេដ្ឋកិច្ច និង ហិរញ្ញវត្ថុ
ទីទ្រង់ការពារ និង រដ្ឋាករ
សាខា ឬ ការិយាល័យ

ព្រះរាជាណាចក្រកម្ពុជា
ជាតិ សាសនា ព្រះមហាក្សត្រ

បញ្ជាក់ដីធ្លីស្រូវ

គ.វ.វ. 2005

..... ច.ស
ទីទ្រង់ការពារ និង រដ្ឋាករ
..... ច.ច

(២ ប្រគល់ដោយរួមបញ្ចូល)

សៀវភៅលេខ 5716

N° 285773

បានទទួលពីឈ្មោះ ឈ្មោះស្រី ស៊ីង សាវ៉ា (ប្រសាវន)
អាសយដ្ឋាន # ភូមិស្រីស្រី សង្កាត់ស្រីស្រី ខេត្តស្រីស្រី
ចំនួនប្រាក់ 15.000,00 (ដប់ប្រាំបីពាន់សិបប្រាំបួន)

អំពីខ្លួន សាវ៉ា ស៊ីង ស៊ីង លេខស្រីស្រី : 0003 / 2004

ថ្ងៃទី ០៤ ខែ ០៤ ឆ្នាំ ២០០៤
..... និង ប្រា)
.....
សាវ៉ា ស៊ីង ស៊ីង



ព្រះរាជាណាចក្រកម្ពុជា
Kingdom of Cambodia
ជាតិ សាសនា ព្រះមហាក្សត្រ
Nation Religion King
— ២០២៤ —



និយោគសាគរ និង រដ្ឋាករ
Customs and Excise Department
ការិយាល័យរដ្ឋាករ: ស្រះចក
Customs Office:

នាយកដ្ឋានគាំទ្រកូនក្រូច
Camcontrol Department
ការិយាល័យគាំទ្រកូនក្រូច: ស្រះចក
Camcontrol Office:

គំណត់រចនាប្រ

ស្តីពី

ការត្រួតពិនិត្យនិងរបាយការណ៍នៃការចេញ

Joint Inspection Report of Garment and Textile Exports

យោង : - លិខិតស្នើសុំលេខ BN.032/107 ចុះថ្ងៃទី ០៧ ខែ ០៩ របស់ក្រុមហ៊ុន BESTWAY INDUSTRIAL Co, LTD

References: - Submission letter No. Date Manufacturer

- ប្រតិបត្តិការលេខ ED ចុះថ្ងៃទី

- Customs declaration No. Date

នៅឆ្នាំ ២០១៧ ខែ ០៥ ថ្ងៃទី ០៧ រយៈពេល ១០:០៧ ម៉ោង យប់ ទីកន្លែង ស្រះចក ខេត្ត

In the year of Month of Day of on the time of At N°

ផ្លូវ ស្រះចក ឃុំ/សង្កាត់ ស្រះចក ស្រុក/ខេត្ត ស្រះចក ខេត្ត/ក្រុង ស្រះចក

មន្ត្រីរដ្ឋាករ និងមន្ត្រីគាំទ្រកូនក្រូចបានពិនិត្យទំនិញចូល ០៣ កុងតឺន័រ ២០' កុងតឺន័រ ៤០'

Customs and Camcontrol officers have examined goods loaded in 20" container(s) 40" container(s)

ដែលមានលេខ /Container No. MSCU 9734402 (40')

GSTN 6911458 (40')

GSTN 9419272 (40')

របស់ក្រុមហ៊ុន: BESTWAY ដឹកជញ្ជូនដោយក្រុមហ៊ុន Europ Trading co, LTD

Manufacturer Transported by

សំរាប់ចេញទៅ: GERMANY តាមមាត់ច្រក ស្រះចក

For export to Port of departure

នាយកដ្ឋានគាំទ្រកូនក្រូច
Competent authorities

- មន្ត្រីរដ្ឋាករ និងមន្ត្រីគាំទ្រកូនក្រូច /Customs officers : សហការី គុំ កុំសែន ២ សហការី គុំ កុំសែន ២

- មន្ត្រីគាំទ្រកូនក្រូច /Camcontrol officers : សហការី គុំសែន ២

អ្នកចេញរបាយការណ៍/តំណាងដែលមានឈ្មោះនៅពេលត្រួតពិនិត្យ

Exporter/representative present at the time of inspection

ឈ្មោះ/ឈ្មោះស្រី/Me/Mrs. KUO LANFEN កាត់អត្តសញ្ញាណប័ណ្ណលេខ/លិខិតឆ្លងដែនលេខ

ID card No/Passport No. ៤៧៧៩៧៥៣៧ ចុះថ្ងៃទី ០១ ខែ ០១ ឆ្នាំ ២០០៩ របស់ ក្រសួងសាធារណការ

ការបិទបញ្ចប់/Packing គ្រឿងបន្លាស់ស្រោចស្រាស ២ ស្រោចស្រាស ២ ស្រោចស្រាស ២

របៀបត្រួតពិនិត្យរូបវន្ត / Physical examination method តាមវិធានការត្រួតពិនិត្យ សំណុំ វត្ថុធាតុដើម
 S. វត្ថុធាតុដើម 900 SETS តាមវិធានការត្រួតពិនិត្យ ។

ដោយធ្វើការប្រៀបធៀបជាមួយឯកសារដែលបានប្រកាស លើលទ្ធផលនៃការពិនិត្យឃើញលទ្ធផលដូចខាងក្រោម :
 By verifying with the declared documents, the results of findings are as follows:

ល.រ No.	រចនាសម្ព័ន្ធ Description of goods		ឯកតា Unit	ចំនួន Quantity		សេចក្តីសង្ខេប Observation
	តាមការប្រកាស Declared	ពិនិត្យឃើញ Found		តាមការប្រកាស Declared	ពិនិត្យឃើញ Found	
០៤	វត្ថុធាតុដើម	វត្ថុធាតុដើម	SET	45	45	

បានបិទស្បែកឈើសំបុកដៃដូច ដែលត្រួតពិនិត្យរូបវន្ត ហើយដាក់បញ្ចូលក្នុងកុងតឺន័រ ។
 Sealed on packages which have been passed physical examination, then loaded in container(s).

សន្និដ្ឋាន: ផ្អែកតាមលទ្ធផលនៃការពិនិត្យរូបវន្ត យើងសន្និដ្ឋានថា ទំនិញទាំងឡាយនេះ
 Conclusion: Referring to the examination results as mentioned above, we conclude that :

- សមរម្យតាមការប្រកាសរួមមាន : 1 តាមវិធានការត្រួតពិនិត្យ: 900 SETS.
 2
 3 តាមវិធានការត្រួតពិនិត្យ: CBG-0705-1 DATE 07.05.2007.
 4
 5
- មិនសមរម្យតាមការប្រកាសរួមមាន : 1
 2
 3 167665 CC 499249
 167666 CC 499250
 167667 CC 502501

កុងតឺន័រទាំងនេះ ត្រូវបានបិទស្បែកឈើសំបុកដៃដូច លើទ្វារកុងតឺន័រដូចរៀបរាប់ខាងលើ ។
 Sealed container(s) as mentioned above with seal number
 1500 ទំនិញដើម ដោយ ទំនិញ 07 ខែ 05 ឆ្នាំ 2007

កំណត់ហេតុនេះធ្វើជាបី ០៣ ច្បាប់ដើម ដោយមួយច្បាប់ប្រគល់ជូនម្ចាស់ទំនិញ/តំណាង មួយច្បាប់រក្សាទុកនៅការិយាល័យយើង
 ខាងលើ និងមួយច្បាប់ផ្ញើរក្រុមហ៊ុននាំចេញទំនិញទៅក្រុមហ៊ុន ។
 This report is done in three copies, one copy for owner/representative, one copy for Customs Export Office and
 one copy for Camcontrol Department.

ម្ចាស់ទំនិញ/តំណាង
 Owner/representative
 មន្ត្រីកំត្រប់គ្រង
 Camcontrol officers
 មន្ត្រីគយ ពិន័រ
 Customs officers
 KUDLANFEN
 17 05 07



KINGDOM OF CAMBODIA

NATION RELIGION KING

CAMCONTROL Cambodia Import Export Inspection and Fraud Repression Department

Main Office-50Eo 144 Street, Phnom Penh, Cambodia. Fax : 855-23-426166 Phone : 023-426166
Branch Offices-in Phnom Penh, Sihanouk Ville and all the Principal Ports around Cambodia.

08-00330

CERTIFICATE OF QUANTITY

-Reference : Joint Inspection Report (Camcontrol & customs) Dated : May 07, 2007
INV & P/L NO : KWS 0705-2
Dated : 07-May-2007

-Seller : **BESTWAY INDUSTRIAL Co., LTD**
Manhattan (Svay Rieng) Special Economic
Zone, Srok Chantrea Svay Rieng Province
Cambodia.

-Buyer : **KRUITBOSCH FIETSEN BV**
WILHELMRONTGENSTRAAT 13
8013 NE ZWOLLE
TEL: +31 (0)528 235777 FAX: +31 (0) 528 235933

-Commodity : COMPLETE BICYCLES & SPARE PARTS
-Quantity : 589 CTNS = 781 SETS + 124 PCS
-Packing : In cartons.
-Scheduled for vessel : M/V
-Port of loading : HCM (VIETNAM) PORT
-Destination : ROTTERDAM, NETHERLANDS

Scope intervention : Ascertaining the quantity of the complete bicycle being stuffed into container(s).

Findings :

- **Packing** : Commodity was packed in cartons, which were closed with staples.
- **Marking** : As per Invoice / P/L.
- **Checking** : 5% of the total cartons' lot were chosen at random to check the actual quantity of the items in each carton.

We maintained presence and counted the number of the cartons during the stuffing operation and sealed the container at the end of the process. On the basis of the above, we certify the loaded quantity to be :

N°-Container	Description of Goods	Quantity
EMCU 1209097 / CCD 499241 PSCU 9439101 / CCD 499248	COMPLETE BICYCLES & SPARE PARTS (KWS 002 & KWS-SP-001) PI NO : KWS070131, KWS-SP-001 KWS 002A 28" 31CM Frame, 6-Speed KAWASAKI DIRT YS-728 RUMBLE 2.0 KWS 002B 24" 34CM Frame, 18-Speed KAWASAKI DIRT YS-728 RUMBLE 2.4 KWS 002C 28" 34CM Frame, 21-Speed KAWASAKI DIRT YS-728 RUMBLE 2.8 SPARE PARTS	222 CTNS = 222 SETS 184 CTNS = 184 SETS 151 CTNS = 151 SETS 32 CTNS = 224 SETS + 124 PCS
	TOTAL	589 CTNS = 781 SETS + 124 PCS (Five hundred and eighty nine Cartons only)

-Date of intervention : May 07, 2007
-Place of intervention : BESTWAY INDUSTRIAL Co, LTD's warehouse, Cambodia.
This certificate represents our findings. Date and place of inspection as indicated only.

Svay Rieng



Surveyor,

SOM SIMORN

ក្រសួងសេដ្ឋកិច្ច និង ហិរញ្ញវត្ថុ
 ទីស្នាក់ការកណ្តាល និង អង្គការ
 សហគ្រាសកម្ពុជា និង អង្គការ
 ហិរញ្ញវត្ថុ
 ទីស្នាក់ការកណ្តាល និង អង្គការ
 ហិរញ្ញវត្ថុ

ក្រសួងសេដ្ឋកិច្ច និង ហិរញ្ញវត្ថុ
 ទីស្នាក់ការកណ្តាល និង អង្គការ
 សហគ្រាសកម្ពុជា និង អង្គការ
 ហិរញ្ញវត្ថុ

បញ្ជីបញ្ជីបញ្ជីបញ្ជី

លេខបញ្ជីបញ្ជី : 112
 គ.ក 97

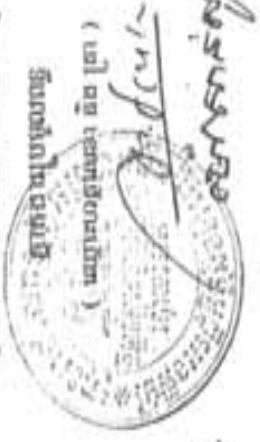
(២ - ប្រព័ន្ធបញ្ជី)

N° 005631

បានទទួលពីឈ្មោះ - ឈ្មោះប្រើ ស៊ី ឡាន អង្គការ (ឧស្សាហកម្ម)
 អាសយដ្ឋាន # ស្រុកស្រែចម្ការ ខេត្តស្រះចក់ លេខផ្លូវលេខ ៤០៥៦

ប្រភេទទំនិញ	ឯកតា	ចំនួន	ថ្លៃឯកតា	សរុបថ្លៃទំនិញ	អត្រា	ប្រាក់ពន្ធ
ឧស្សាហកម្ម II (០៩០៥.១១.០០)		០,៧៥		១៤.១៤០.០០០	10%	១.៤១៤.០០០
						7
សរុបបុរេទំនិញ			សរុប (០៧ ២៥)		សរុប	១៤.១៤០.០០០

សរុបប្រាក់ពន្ធប្របេង (ពាក្យប្រើប្រាស់ប្រាក់ពន្ធនៃសរុបប្រាក់ពន្ធនៃសរុបប្រាក់ពន្ធ)
 ថ្ងៃ ០៦ ខែ ០១ ឆ្នាំ ១៩០០៧



ទំនិញបញ្ជីបញ្ជីបញ្ជីបញ្ជី
 ចេញនៅថ្ងៃ 11 ខែ ០៦ ០១ ២០០៧
 តាមមាត្រដ្ឋាន ស៊ី ឡាន
 បញ្ជីបញ្ជីបញ្ជីបញ្ជី 12.00 ថ្ងៃ ០៥ ០១ ២០០៧
 លេខបញ្ជីបញ្ជីបញ្ជីបញ្ជី : 0003 / 2007 12.05.01.07

KINGDOM OF CAMBODIA
NATION RELIGION KING

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TARIFF FOR STEVEDORING CHARGES

N	c a t e g o r y o f c a r g o	base cost	from ship to		warehouse to		from ship/discharge to barge or in anchor	r e m a r k s
			jetty	warehouse	trucks	wagons		
1	- Bulk cargoes , metal, ores, gravel, block food/fertilizer, salt, raw sugar	1.46	2.48	2.77	1.83	2.04	2.56	FOR CARGO IN CATEGORY 11 - From 5 to 10t, increase 50% - From 11 to 15t, increase 100% - Over 16t, increase 200% Increase rate for general cargoes - Length from 12 to 16m or weight 10 to 15t, increase 50% - Length from 17 to 20m, or weight 19 to 25t, increase 75% - Length over 20m, and weight over 20t, increase 100% - Dangerous and poisonous cargo increase 50% - Night shift from 1730hrs to 2300hrs increase 25% - Night shift from 2400hrs to 0700hrs AM increase 50% - Saturday & Sunday & Holiday increase 30% - Hold which depth over 3m or hatch cover less than 3m increase 100% - For cargo loaded in the vessel increase 5% - For cargo in small packed below 10kg, increase 5% - Heat colder than 10°C to 17°C increase 50% - Frequent cargo or refrigerable increase 100% - Cargo run through scale to be added US \$ 0.50/t.
2	- Cargoes in bags, packed in cotton, jute, paper, rad-mylon, rath-bags	1.58	2.68	3.00	1.98	2.21	2.77	
-	- Cargo in bags cement, fertilizer, salts (30%)	1.56	3.16	3.50	2.45	2.68	3.24	
3	- Spare part , empty cases ,empty drums, log woods	2.12	3.60	4.03	2.65	2.97	3.71	
4	-Cargoes in drums, cases, cartons, toles plates, coins bars	2.32	3.94	4.41	2.90	3.25	4.06	
5	- Cargoes in bales, raw cotton, raw jute hums, rath paper household textile, furnitu	2.45	4.23	4.66	3.06	3.43	4.29	
6	- Sawm timber, flooring strips, wooden or bamboo, rubber	2.52	4.28	4.79	3.15	3.53	4.41	
7	- Cargoes in baskets, raw tobacco, cigarette soft drink, wine, beer, provisions	2.65	4.50	5.04	3.31	3.71	4.64	
8	-Fragile material cargoes bottles ,glass ceramic pots TV	2.81	4.77	5.34	3.51	3.93	4.92	
9	- Fresh fruits, vegetables, livestock, frozen product	2.92	4.96	5.55	3.65	4.09	5.11	
10	- Special & valuable cargoes, golds, silvers, diamond	4.97	8.44	9.44	6.21	6.96	8.70	
**11	- All kind of vehicle	20.00	34.00	40.00	28.00	35.00	36.00	
			container full 20'	57.00	46.00	57.00		
			container empty 20'	30.00	23.00	28.00		
			container full 40'	85.00	62.00	78.00		
			container empty 40'	45.00	44.00	55.00		
								Storage charges Warehouse US \$ 0.20 / ton / day or US \$ 0.25 / m ³ / day Open space US \$ 0.10 / ton / day or US \$ 0.125 / m ³ / day

steve



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