

**Kingdom of Cambodia
Nation Religion King**

Ministry of Commerce
No. 298 MOC

**Prakas
on
Procedures of Issuance of Certificate of Origin Form “A” via Automation System**

**Senior Minister
Minister of Commerce**

- Having seen the Constitution of the Kingdom of Cambodia
- Having seen Royal Decree No. NS/RKT/0913/903 dated 24 September 2013 on Appointment of the Royal Government of Cambodia
- Having seen Royal Code No. 02/NS/94 dated 20 July 1994 promulgating the Law on Organization and Functioning of the Council of Ministers
- Having seen Royal Code No. NS/RKM/019/16 dated 24 January 1996 promulgating the Law on Establishment of Ministry of Commerce
- Having seen Sub-decree 131 OrNKR BK dated 19 March 2014 on Organization and Functioning of Ministry of Commerce
- Having seen Prakas No. 112 MOC/SM 2013 dated 23 May 2013 on Adjustment to the Procedures of Issuance of Certificate of Origin
- Having seen Inter-ministerial Prakas 233 MOC dated 29 November 2013 on Adjustment to the Procedures of Filling out of Formality for Export
- Having seen Inter-ministerial Prakas No. 1643 MoEF dated 16 December 2014 on Adjustment to Public Service Fee of the Annex Table attached to Joint Prakas No. 985 MoEF dated 28 December 2012 on Public Service Fee of the Ministry of Commerce
- Having seen Prakas No. 161 MoC dated 30 May 2014 on Introduction of Pilot Implementation of Application for Certificate of Origin via Electronic System
- According the necessity of the Ministry of Commerce

Decide

Article 1

The implementation of filling out the formalities of applying for and approving the Certificate of Origin Form “A” via automation system shall be introduced, aimed at facilitating trade and the fulfillment of requirements of the Rules of Origin of the import countries.

Article 2

All the producers or exporters who wish to apply for Certificate of Origin Form “A” shall register to use the automation system via website “www.certificateoforigin.moc.gov.kh” of the Ministry of Commerce by uploading information and required documents into the automation system as follows:

- Company name and address
- Letter proving the business registration

- Certificate proving the registration under the Trade Preferential System
- Register the items of export goods
- Cost breakdown or reference documents required by the Rules of Origin
- Authorization letter and Letter of Rights Transfer from the company president or director authorizing the signature on the application form and Certificate of Origin
- Identity card or passport of the authorizing person and the authorized person and 01 photo 4x6
- Other documents as required by the law

Article 3

All the producers or exporters who have registered to use the automation system can apply for Certificate of Origin Form “A” via automation system before the date of exporting goods from Cambodia and shall be accompanied by the following documents:

- Invoice
- Packing list
- Report of technical officers on production chain and export goods with multi-cam color, green color (dark green color and army green color) and goods transported by truck across Cambodian border to be shipped later by air in the neighboring country (Land-Air)

Article 4

When applying for Certificate of Origin via automation system, the producer or exporter shall pay the service fee via the bank electronic system of as set in Joint Prakas No. 1643 MoEF dated 16 December 2014 between the Ministry of Commerce and Ministry of Economy and Finance or relevant regulations being in effect or legal instruments that will be amended. The payment receipt proving the amount paid to the account of the Ministry of Commerce shall be printed or kept properly as evidence to prove that the payment has been made.

The producer or exporter who comes to the Department of Export-Import to apply for Certificate of Origin outside the automation system can pay the service fee at the public service fee payment counter of the Ministry of Commerce directly.

The payment of public service fee via the bank electronic system shall be made in Riel. In case some service fees are set in US dollar, they shall be changed to Riel based on the daily exchange rate of the National Bank of Cambodia.

Article 5

After receiving approval from the leadership of the Ministry of Commerce via the automation system, the producer or exporter shall print the Certificate of Origin Form “A” and sign it and then take it to the Department of Export-Import as soon as possible to be submitted to the leadership of the Ministry of Commerce to sign.

In case the producer or exporter cannot print the Certificate of Origin Form “A” by themselves, they can request the technical officers of the Department of Export-Import to help print it.

Article 6

The producer or exporter shall send the following original documents to the Department of Export-Import to verify and keep within a period not exceeding 30 (thirty) days after the Ministry of Commerce has issued the Certificate of Origin:

For garment goods, textile products, footwear and other commodities:

- Certificate of Origin Form “A” (copy)
- Invoice
- Packing list
- Bill of lading
- Joint inspection report of the exported textile goods by the General Department of Customs and Excise of Cambodia and the Cambodia Import Export Inspection and Fraud Repression Directorate-General (CAMCONTROL)

For products of handicraft, agriculture and fishery and other products:

- Certificate of Origin Form “A” (copy)
- Invoice
- Packing list
- Bill of lading
- Certificate of quantity of exported goods (CQ) of CAMCONTROL
- Customs declaration (CD)
- Company’s relevant documents proving the origin of goods
- Export license (copy) for goods that are required by the law to have a license

In case the producer or exporter does not send original documents to the Ministry of Commerce as stated above, the Ministry of Commerce will not continue to issue the Certificate of Origin any more.

In case the producer or exporter sends incorrect documents or fraudulent documents, the Ministry of Commerce will take action in accordance with the law.

Article 7

The maximum timeframe in issuing the Certificate of Origin Form “A” shall be 11 hours and 55 minutes of working hours based on the Table of Annex 1 of the Joint Prakas 1643 MoEF dated 16 December 2014 between the Ministry of Commerce and Ministry of Economy and Finance or legal instruments that will be amended.

Article 8

An inspection of the production chain and exported products to be verified with the Rules of Origin shall be made by the technical officers of the Ministry of Commerce or technical officers of the Provincial Department of Commerce at the production location, goods collection location and goods storage location not exceeding 30 (thirty) days after receiving the Certificate of Origin.

Article 9

In case the process of issuing the Certificate of Origin Form “A” in the automation system does not work properly due to technical matters or act of God, the producer or exporter can apply for the Certificate of Origin Form “A” outside the automation system.

Article 10

The officers in charge of checking and approving the documents of application for the Certificate of Origin shall check and verify all reference documents to ensure accuracy and sufficiency in accordance with the requirement before issuing the Certificate of Origin to the producer and exporter.

The officers in charge of checking and inspection officers shall check and verify the original documents that are returned to the producer and exporter after the export.

Article 11

Any provision contrary to this Prakas shall be abrogated.

Article 12

Chief of cabinet, Director Generals, General Inspector, Department Directors, representatives of the Ministry of Commerce stationed at Special Economic Zones and directors of units under the supervision of the Ministry of Commerce shall implement this Prakas according to their respective role from 04 January 2016.

Phnom Penh, 29 December 2015

Senior Minister
Minister of Commerce
(signed and stamped)
Sun Chanthol

CC:

- General Secretariat of the Senate
- General Secretariat of the National Assembly
- Office of the Council of Ministers
- Cabinet of Samdech Akka Moha Sena Padei Techo **Hun Sen**, Prime Minister
- Cabinet of H.E. Standby Deputy Prime Minister **Keat Chhon**
- Ministry of Economy and Finance
- National Audit Authority
- Relevant ministries and institutions
- Anti-Corruption Unit
- General Department of CAMCONTROL
- General Department of Customs and Excise
- All municipal and provincial administrations
- Cambodia Chamber of Commerce
- GMAC “**for information**”
- As in Article 12 for implementation
- Archives