

**KINGDOM OF CAMBODIA  
NATION RELEGION KING**

# **STATUTE**

**OF**

**CAMBODIA CONSTRUCTORS ASSOCIATION**

2011

## Chapter 1

### Name, address, identity, stamp and logo of the association

#### Article 1: Association's name

This association is named “**សហគមន៍អ្នកសាងសង់កម្ពុជា**” in Khmer, abbreviated as **ស.ស.ក** in Khmer, and “**CAMBODIA CONSTRUCTORS ASSOCIATION**” in English, abbreviated as **C.C.A.**

#### Article 2: Association's address

The head office of the Cambodia Constructors Association (C.C.A) is located at No. 315 Corner of Street 110 and Street 93, village 1, Wat Phnom quarter, Daun Penh district, Phnom Penh. This head office of the association may be relocated, if necessary, at the decision of the general meeting of the association.

#### Article 3: Association's identity

The Cambodia Constructors Association is a non-governmental, apolitical, and non-profit association which complies with the law of the Kingdom of Cambodia, an association intended to serve the interests of the construction sector and the constructors.

#### Article 4: Association's logo and stamp

The Cambodia Constructors Association has the following logo:

- A double-layered circle, with the inner circle being red in color;
- The space between the inner circle and the outer circle is dark blue in color;
- **ព្រះរាជាណាចក្រកម្ពុជា** is written on the top of the outer circle (gold in color), and **សហគមន៍អ្នកសាងសង់កម្ពុជា** is written on the bottom (gold in color);
- An image of a gable displayed at the center of the inner circle bears a symbol of the ancient Khmer architectural style, with a pair of dragons having their respective tails entwined upwards (gold in color), and **KINGDOM OF CAMBODIA** (gold in color) is written on the top whereas **CAMBODIA CONSTRUCTORS ASSOCIATION** (gold in color) is written on the bottom of the background of the inner circle. Below the gable is a roof bearing a symbol of the ancient Khmer architectural style and the abbreviation **ស.ស.ក** and **C.C.A** (gold in color);
- The stamp of the association is a circle, 34mm in size, the center of which bears a roof's gable with the abovementioned meanings and contents, and the abbreviation **ស.ស.ក** and **C.C.A** is written below the logo on the bottom of circle. The designated ink is blue.

## **Chapter 2**

### **Visions, goals, missions and activities**

#### **Article 5: Association's visions**

The visions of the Cambodia Constructors Association (C.C.A) are:

1. Transform the national construction industry into an industry of confidence, productivity, accountability and competitiveness both in domestic and international markets;
2. Enable all members of the Cambodia Constructors Association to become the constructors of high standards and international rankings;
3. Provide the Cambodia Constructors Association with the role as an organization which helps coordinate the relations between the Royal Government and the private construction sector in the interests of the construction industry.

#### **Article 6: Aims and goals of the association are as follows:**

1. Implement the policies of the Royal Government as a contribution to the national development with the local, ASEAN and international partner construction companies;
2. Join other ASEAN constructors federations and international constructors associations, and seek supports related to construction and the development of the construction sector;
3. Promote good cooperation and mutual respect in the profession, and encourage harmonious relations among corporations operating as construction developers;
4. Foster close cooperation among domestic construction companies, and especially with ASEAN construction companies and other international constructors associations;
5. Organize, support and participate in education or training programs related to construction, development of architecture, engineering, urban planning and other commercial sectors;
6. Stimulate exchange of information related to various international constructors associations and the development of the construction sector;
7. Protect the legal interests of the association members, especially in the process of negotiation or discussion with the ministries and institutions of the state, the engineers association, architects association, surveyors association and/or other specialized associations on the topics related to the financial policies, provisions, technical standards, procedure or process of registration related to construction and the development of the construction sector;
8. Act as an representative in the committees of the board of directors established by the Royal Government or the non-governmental organizations related to such issues as construction and the development of architecture;
9. Publish, disseminate and distribute various documents and newsletters related to the association and/or related to construction and the development of the construction sector;

10. Authorize the president and the secretary-general of the association to represent the association in public and communicate with the press on all matters related to the association;
11. Award scholarship to any individuals who are well-qualified, using the association funds.

#### **Article 7: Association's missions**

The Cambodia Constructors Association (C.C.A) has the following missions:

1. Initiate the establishment of the ethics for constructors;
2. Establish partnership and promote cooperation among constructors;
3. Encourage and support capacity building for association members;
4. Strive to protect association members;
5. Promote advancement within the construction industry.

#### **Article 8: Association's activities**

In order to accomplish the aims and goals stated in article 5 above, the association has the following activities:

1. Purchase, construct or lease a property or location for setting up the head office of the association, and recruit or hire employees to serve the association;
2. Manage, improve, develop and use the property or employees, lease, donate, put up as collateral, or hypothecate the property of the association in the interests of the association;
3. Accept donations offered to the association by one or more members of the association or any other individuals;
4. Execute or fulfill other functions such as any construction that serves the interests of the association;
5. Provide material support or other forms of support to the association member to the extent determined by the executive committee of the association;
6. Offer awards, allowances and scholarships to any individuals who are well-qualified, using the association funds;
7. Support the association members according to their requests related to any negotiation or communication with the third party on the topics of construction, development and architectural work;
8. Organize workshops or training courses with the technical support of the Ministry of Land Management, Urban planning and Construction or from any other institutions for members, employees, workers, and technical personnel related to construction and the development of the construction sector;
9. Cooperate with ASEAN countries and other countries internationally.

**Chapter 3**  
**Association membership**  
**Section 1**  
**Becoming an association member**

**Article 9: Association membership**

Enterprises and companies with business operations in construction, study and design as well as all other units operating in the construction sector such as building decoration companies, suppliers or manufacturers of construction materials and equipment, construction machinery companies, water and electricity system installation companies, and mechanics are entitled to apply for the association membership by consenting to comply with the statutes and internal regulations of the association. There are three types of association members:

- Honorary members;
- Founder members;
- Supporting members.

**Article 10: Honorary members**

The honorary members refer to the personages who contribute ideas and help coordinate the function of the association to bring about development in the construction sector. The Minister of Land Management, Urban planning and Construction is one of the honorary members of the association.

**Article 11: Founder members**

The founder members refer to the company directors who contribute to initiating the establishment of this association and provide support in various forms.

**Article 12: Supporting members**

The supporting members refer to the companies which have applied for the association membership and consent to comply with the statutes and internal regulations of the association.

**Section 2**  
**Loss of membership**

**Article 13: Loss of membership**

Loss of membership may take place in one of the following cases:

1. Resignation as an association member;
2. Failure to comply with the statutes and internal regulations as well as the decisions of the general meeting and the executive committee of the association. In this case, the member concerned may be dismissed through a vote of two-thirds by the executive committee of the association;
3. Conviction for criminal offense;
4. Death;
5. Bankruptcy, suspension of business operation or shut down of the company.

## **Chapter 4**

### **Rights and obligations of association members**

#### **Article 14: Rights of association members**

An association member is entitled to vote or to stand for election to the executive committee of the association, contribute their ideas to the general meeting of the association and participate in all activities of the association. An association member is entitled to receive an association membership certificate as well as the benefits from the trainings intended to improve their professional capacity and expand their working experience with the association.

#### **Article 15: Obligations of association members**

An association member has the following obligations:

1. Pay contribution as required by the association;
2. Comply with the statutes and internal regulations of the association;
3. Attend meetings convened by the chairperson of the executive committee of the association.

## **Chapter 5**

### **Management structure of the association**

#### **Article 16: Management structure**

The C.C.A has the following management structure:

- General meeting;
- Executive committee.

## **Section 1**

### **General meeting of the C.C.A**

#### **Article 17: General meeting of the C.C.A**

The general meeting of the C.C.A is the highest management body of the C.C.A. The general meeting of the C.C.A is held annually in the second week of December with participation of all members of the C.C.A.

#### **Article 18: Ordinary general meeting and extraordinary general meeting**

There are two types of the C.C.A general meeting, namely ordinary general meeting and extraordinary general meeting. The ordinary general meeting is held annually and is convened by the chairperson of the executive committee of the association;

The extraordinary general meeting may be held out of necessity with the request from at least one-third of the association members or from the chairperson of the executive committee of the association;

A general meeting can take place only if it is attended by at least two-thirds of all members of the C.C.A.

**Article 19: Duties of the general meeting**

The general meeting of the C.C.A has the following duties:

1. Examine, discuss and approve the annual work activity summary report and financial statement of the association as well as the work targets of the association for the coming years;
2. Vote to elect the new executive committee for the new term;
3. Pass the internal regulations of the association and the code of ethics for constructors;
4. Pass the dissolution of the association and management of the properties of the association upon its dissolution.

**Article 20: Decisions of the general meeting**

Any decision by the general meeting requires a 50%+1 vote from the members attending the general meeting.

**Article 21: Chairperson of the general meeting**

The chairperson of the executive committee of the association is the chairperson of the executive committee meeting and the general meeting of the association. In the event that the chairperson is absent, the vice chairperson of the executive committee may act as the chairperson of the executive committee meeting but may not act as the chairperson of the general meeting of the association, unless approved by the general meeting with an absolute majority vote from the general meeting members.

**Section 2**

**Executive committee**

**Article 22: Components of the executive committee**

The executive committee of the association is selected from the association members by means of election during the general meeting for a three-year term. The executive committee has at least 11 components:

- Chairperson of the executive committee (Association President) 01 person
- Vice Chairperson 02 persons
- Secretary-General 01 person
- Deputy Secretary-General 02 persons
- Members 05 persons

**Article 23: Duties of the executive committee**

The executive committee of the association has the role of leading the work activities of the association on a permanent basis, and has the following duties:

1. Implement all decisions of the general meeting;
2. Prepare the work activity summary report and the financial statement of the association to be submitted to the general meeting for approval;
3. Prepare the working plans for the operation and development of the association;

4. Implement all activities in order to accomplish the aims and goals of the association as stated in article 5 and article 6 of the statutes of the association;
5. Establish relations with ASEAN constructors associations, international constructors associations, national and international organizations, government and various associations in order to seek sources of resources in the interests of and for the development of the association;
6. Manage the income-expenditure of the association;
7. Set out the internal regulations of the association and the code of ethics for constructors;
8. Monitor, oversee and assess all of the activities and projects of the associations;
9. Fulfill other duties assigned by the general meeting.

#### **Article 24: Executive committee meeting**

The executive committee meeting is held on a monthly basis whereas an extraordinary meeting may be held when necessary. The executive committee meeting is held for the purpose of reviewing all of the past working and financial activities of the association and set out the working and financial targets for the future. The executive committee meeting can be held only if at least two-thirds of the members are present, and any decision by the executive committee which can be deemed official shall be approved by an absolute majority vote from all of the members attending the meeting.

#### **Article 25: Different departments of the executive committee**

The executive committee of the association may establish different departments to provide technical assistance. The head of each department is the member of the executive committee of the association.

#### **Article 26: Chairperson of the executive committee**

The chairperson of the executive committee of the association is the association president, and is the legal representative of the association solely in charge of the general affairs and all activities of the association.

#### **Article 27: Vice chairperson of the executive committee**

The vice chairperson of the association's executive committee is the association vice president with the duty of assisting the chairperson of the executive committee as assigned by the president. The vice chairperson of the executive committee has the role to act as a substitute for the chairperson of the executive committee and as the acting chairperson when the chairperson of the executive committee is absent with a written power of attorney from the chairperson.

#### **Article 28: Secretary-General of the association's executive committee**

The secretary-general of the association's executive committee has the role of coordinating and communicating all the work of the association both inside



and outside the association. The secretary-general of the executive committee of the association has the duty of preparing the activity plans of the executive committee and is in charge of administration, finance and meeting reports of the executive committee as well as the annual work activity summary report of the executive committee of the association.

## **Chapter 6**

### **Internal regulations of the association and code of ethics for constructors**

#### **Article 29: Preparation of internal regulations of the association**

The executive committee of the association shall prepare the detailed internal regulations following the final approval of the statutes herewith;

The internal regulations shall state the rights, obligations, protection and responsibilities of an association member, the contribution by each member to the association, and the decision-making procedure of the association related to the modification to the internal regulations of the association, etc.;

The internal regulations shall not be stated in contrary to any provision and law in force.

#### **Article 30: Code of ethics for constructors**

The executive committee of the association shall prepare the detailed code of ethics for constructors following the final approval of the statutes herewith. The code of ethics shall state the following:

- Practice the construction profession in a skillful manner in all stages including during the bidding and construction processes as well as after the construction process;
- Practice the construction profession in a honest and proper manner for all stakeholders in all stages;
- Participate in the construction bidding process only when the company intends to contract the work;
- Unfair competition is prohibited during the bidding process;
- Protection for workers or employees working at the construction site;
- Set out the policies of the construction company in terms of social accountability.

## **Chapter 7**

### **Amendment to the statutes and internal regulations of the association**

#### **Article 31: Amendment to the statutes and internal regulations of the association**

Only the general meeting of the C.C.A has the authority to amend the statutes and/or internal regulations of the association through a request made by at least two-thirds of the association members;

If necessary, the executive committee of the association, with at least two-thirds of its members present, is entitled to request that the statutes and/or internal regulations of the association be amended.

**Article 32: Effect of the new statutes and/or internal regulations of the association**

The new statutes and/or internal regulations of the association shall take effect within one month of the amendment. The secretary-general of the association's executive committee shall disseminate the newly amended statutes and/or internal regulations to all members.

**Chapter 8  
Dissolution of the association**

**Article 33: Dissolution of the association**

In the event that the C.C.A is dissolved, all properties of the association shall first be used to settle the legal debts of the association. Following the settlement of the legal debts, the remaining properties shall be managed and transferred by the executive committee of the association to the Cambodian Red Cross or to any legal humanitarian organization in the Kingdom of Cambodia.

**Chapter 9  
Transitional provisions**

**Article 34: Approval of the draft statutes**

The draft statutes of the Cambodia Constructors Association shall be examined, discussed and approved by the first general meeting of the C.C.A.

**Article 35: Election of the first-term executive committee**

The first general meeting of the C.C.A or the general meeting to establish the C.C.A shall vote to select members of the executive committee of the association for the first term from the founder members of the association who shall have the role of leading the activities of the association on a permanent basis. The procedure for the election of the first-term executive committee of the association is subject to the determination by the first general meeting;

The name list of the founder members of the association is provided in the annex.

**Chapter 10  
Final provision**

**Article 36: Effect**

The statutes of the C.C.A were approved by the first general meeting of the C.C.A on October 6, 2011 and shall come into effect from the date of signature onwards.

Phnom Penh, ....., 2011  
pp Executive Committee of the C.C.As  
Chairperson