



**Kingdom of Cambodia**  
**Nation Religion King**  


**Ministry of Health**

Ref.: 389 ៧៧ ៧៧

Phnom Penh, August 30, 2000

**Directive**  
**on**  
**Strengthening of Health Civil Servant Management**

The Ministry of Health has previously observed that a large number of civil servants have paid attention to the discipline and working hours pursuant to the principle of the Royal Government, struggled to perform daily work, and followed internal regulations and instructions from higher levels with great admiration. However, a number of civil servants have not paid attention to the discipline and working hours and have not arrived at the workplace on time based on daily livelihood insecurity or other difficulties. As for the management at all levels have also performed their management work as the above situation, that is, some units have also had good performance in compliance with just principles, but some other units have not been so strict that there has been conspiracy with indisciplined officials.

To be equal in daily work between each civil servant and to abide by the policy on public administrative reform of the Royal Government in which each unit is very engaged in gradual work implementation, the Ministry of Health would like to make the following instructions in regard to the management of civil servants:

- **Working Hours and Days**

All civil servants shall in principle keep their working hours (eight hours per day and five days per week) of the Royal Government. The absence shall have sound reasons and legal permission in accordance with permission competence. The civil servants shall pay attention, take responsibility for the performance of their work, and have good conduct pursuant to the professional code of ethics, avoiding incidental mistakes. Each head unit is required to re-strengthen all work activities of subordinate staff so as to improve the effectiveness of daily work. All units shall develop their own internal regulations according to the actual situation and characteristic of each unit, but the internal regulations shall comply with the laws of the government and the principles of the ministry. Unit heads shall manage and allocate work to all subordinate personnel in accordance with skills and responsibility of each staff member.

In case any civil servant breaches discipline or commit professional mistakes or a head unit helps keep the mistakes of the indisciplined official (such as absence with no clear reason for a long period of time, etc) hidden, the official or unit head, if found guilty, shall be punished according to the level of mistakes as stated in Article 40 of the Law on Co-Statute for the Civil Servants of the Kingdom of Cambodia.

