

KINGDOM OF CAMBODIA

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MINISTRY OF ECONOMY AND FINANCE

PROGRAM MANAGEMENT OFFICE

Climate Resilient Rice Commercialization Sector Development Program

ADB Loans 3006/3007/8271 & Grants 0349/0350

CODE OF ETHICAL CONDUCT FOR STAFF

General Principles

I am a civil servant, contracted staff, and consultant of the project named Climate Resilient Rice Commercialization Sector Development Program of the Royal Government of Cambodia, to which I am accountable, and I am part of the Government's efforts to achieve sustainable growth, peace and justice.

I will work at all times to the best my ability with commitment and honesty.

I recognize that public office is a public trust. I am conducting my activities for the sake of the public and will act with prime regard to the public interest.

I will discharge my duties in accordance with the Law and relevant decrees regulations and procedures and will adopt integrity, impartiality, objectivity and transparency in all aspects of my work.

I will not conduct myself in a manner which brings my office, the Climate Resilient Rice Commercialization Sector Development Program into disrepute

My services are free of charge to the public. I will neither seek nor accept personal gain from my work, other than what is rightfully due to me under my contract of employment.

I am familiar with the contents of this Code of Conduct and will follow it at all times.

Impartiality

I recognize that all people are born free and equal in dignity and I will not abuse the fundamental human rights of any person.

I will respect religious freedom, promote equality and will not discriminate on the basis of any other person's race, colour, religion, gender, marital or parental status, handicap, age, or national origin.

I will be impartial at all times and will not deceive or knowingly mislead my superiors, subordinates, fellow workers or members of the public and will do nothing which compromises, or is likely to compromise, the impartiality of others who work for, or on behalf of, the Climate Resilient Rice Commercialization Sector Development Program of the Ministry of Economy and Finance.

I will deal with the affairs of the public sympathetically, efficiently, promptly and without bias or maladministration.

Responsibilities to Other Staff

I will treat all other staff of the Climate Resilient Rice Commercialization Sector Development Program, whether my superiors or subordinates, with respect, fairness and equity, and as individuals with rights to be protected and defended. I will respect and protect their rights to freedom of association, conscience and expression.

I will take immediate and strong corrective action whenever I discover wrongdoing among other staff, including recommending to my superiors the application of sanctions as provided for under the Law on the Common Statute of Civil Servants of October 1994, or other relevant laws, decrees and regulations

I will never ask my subordinates to act in any way that would conflict with either the Law, relevant decrees and regulations, or the provisions of this Code of Conduct.

I will encourage my subordinates to communicate to me any serious concerns of misconduct by others.

If I am instructed to act in a way which I believe may be illegal, improper, or unethical, or in breach of this Code of Conduct, or may involve maladministration, I will report the matter to my immediate superior as soon as practicable. If such an instruction is given by my immediate superior, I will report it to the next highest responsible person.

I will disclose to my immediate superior any potential conflict of interest in the work I am doing, such as any matter concerning an immediate relative.

I will not recommend an immediate relative for appointment to the Climate Resilient Rice Commercialization Sector Development Program, or in any way involve myself in the appointment process of an immediate relative who applies to join the Climate Resilient Rice Commercialization Sector Development Program.

I will not misuse my official position, or information acquired in the course of my official duties, to further my private interests or those of my family, friends or associates.

I will carry official identification at all times when my work brings me into contact with the public.

I will provide the public with full, truthful and accurate information regarding any matter associated with the Climate Resilient Rice Commercialization Sector Development Program and the official fees payable for services I render.

I will not prevent or obstruct another person from gaining access to information to which that person is entitled by law.

I will be strongly opposed to, and not be a willing partner to fraud, corruption, bribery and other financial irregularities. I will never solicit informal payments, gifts or gratuities for my work from any source, nor intimidate the public into offering informal payments, gifts or gratuities in return for the services I provide and will not accept any informal payment, gift or gratuity offered without solicitation by any person or persons to influence my action as a civil servant.

I will not cause project funds to be used improperly, ineffectively or inefficiently.

I will ensure that the assets and resources of the Climate Resilient Rice Commercialization Sector Development Program in my care are used solely for project purposes and are not removed temporarily or permanently for private or political use. I will ensure that all materials and equipment, including vehicles, motorcycles and computers, purchased by the Climate Resilient Rice Commercialization Sector Development Program are used only for official of the Project's purposes.

I recognize that my salary and due allowances are entirely mine and that I do not need to, and will not, pay any portion of my remuneration to any other person that makes such a demand.

Sanctions

I am aware that, if I commit any corrupt, fraudulent, collusive or coercive act in the course of my duties for of the Climate Resilient Rice Commercialization Sector Development Program, sanctions may be applied against me, and that these sanctions could involve prosecution under the Law on the Common Statute of Civil Servants of October 1994 or any other relevant laws and regulations of the Government.