



a **strong** and capable  
**civil society**  
**cooperating**, and  
responsive to Cambodia's  
development challenges

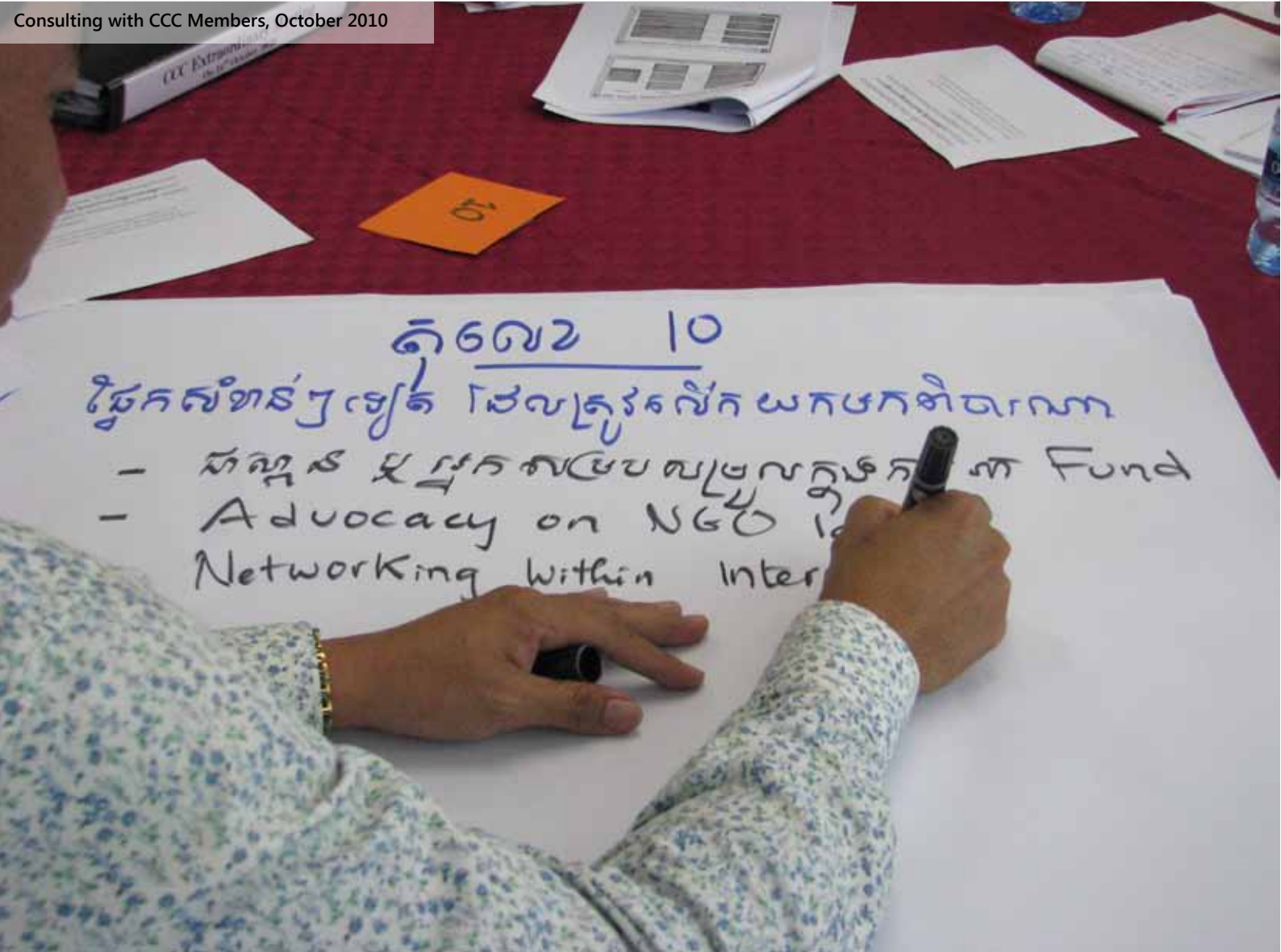


# Annual Report 2010

1990-2010 - 2 decades of solidarity and cooperation



CSO Development Effectiveness Forum, July 2010



Consulting with CCC Members, October 2010

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- Networking within Inter

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## WHO WE ARE

The Cooperation Committee for Cambodia is a pre-eminent membership organization of the non-government sector in Cambodia. Since 1990 CCC has taken a lead role in representing the voice of non-government organizations to the government and donor community. CCC effectively represents the professional interests of NGOs across diverse sectors, which makes us unique. Our reputation for high quality information management, information sharing and capacity development is widely acclaimed and highly valued by many stakeholders throughout Cambodia.

### Vision

A strong and capable civil society, cooperating and responsive to Cambodia's development challenges.

### Mission

As a professional association of non-government organizations in Cambodia, the Cooperation Committee for Cambodia provides high quality services to civil society and influences Cambodia's development partners with our collective voice.

### Values

Integrity

Cooperation

Responsiveness

Quality

### Goals

Strengthen the collective voice of civil society

Enhance effective cooperation across civil society

Influence the thinking and practice of development partners

Deliver high quality services to meet the needs of NGOs



*Above top: consulting with the CCC Membership on the Governance Hub program; and above: CCC Members' Extraordinary meeting, October 2010.*

## WHAT WE DO

CCC provides a platform for technical dialogue, information exchange and professional learning on emerging themes of critical importance for those working in the NGO Sector in Cambodia. We host projects that support NGOs to develop their organizational capacity, to deliver better programs and to better serve their beneficiaries, and by engaging in institutional advocacy, CCC helps to develop an enabling environment for NGOs in

Cambodia. CCC also facilitates civil society groups and networks to come together to discuss and form positions on government policy papers and on critical issues related to aid and development effectiveness.

CCC is committed to serving its members and the general public with high levels of professionalism, responsiveness and timeliness, and is home to a unique bank of information about NGOs and development in Cambodia, advice regarding NGO organizational practices and up-to-date directories, research studies and surveys compiled and conducted by CCC and its affiliated partners and projects.

## Message from the Executive Committee Chair

At the start of 2010 I took over from my predecessor, Mr. Mam Sambath (Executive Director of DPA) as Chair of the Cooperation Committee for Cambodia's Executive Committee. In many ways, 2010 has been an extremely challenging but yet very rewarding year for the Executive Committee, participating actively and strategically with many CCC activities and initiatives.

CCC celebrated its 20 year anniversary in 2010, which allowed members, partners, staff, management and Executive Committee assembled together, to celebrate great achievements, make reflections on challenges and lessons learned, discuss on future roles of CSOs and meanwhile keep reminding us all of the vision of CCC.

Throughout 2010, CCC continued to play its professional role as a platform for technical dialogue, information exchange and professional learning on emerging themes of critical importance, primarily for its members but also for the broader NGO community.

The NGO Good Practice Project (NGO GPP), undergoing a name change in 2011 to become NGO Governance & Professional Practice, gained increased acceptance and buy-in locally, regionally and internationally. Strong NGO internal governance is a must for ensuring the sustainability, legitimacy and relevance of the CSO sector in Cambodia; the NGO GPP can help to address this issue.

The CCC-managed Analyzing Development Issues Project (ADI) continues to play a vital role to groom NGO managers to take stock and share findings on critical issues, ranging from health related matters, to the impact of the growing extractive industry on indigenous communities, and much more.

The variety and depth of CCC's work undertaken during the last 12 months is testament to the energy and commitment invested by CCC staff and management, not only in responding to members' needs and aspirations, but also to the needs and trends of the broader NGO community in Cambodia.

Reflecting on CCC's various projects and looking toward the future roles of CCC, the Governance Hub Program, succession planning and organizational restructuring have been initiated by the management and broadly consulted among relevant players. That will determine a vivid journey and the organizational sustainability of CCC.

On behalf of the Executive Committee, CCC management and

staff, I would like to sincerely extend our thanks to all members, donors and partners, who have contributed to support the work and mandate of CCC to make it what it is today, a key player and a nexus for bringing members and partners together to collectively represent the voice and concerns of the NGO community in Cambodia.



A handwritten signature in blue ink, appearing to be 'SAM INN'.

Dr SAM Inn  
Executive Committee Chair  
December 2010

## Message from the Executive Director

Dear Members and Friends,

2010 marked my 3rd year as Executive Director of CCC; a year that went very quickly, nonetheless it has been a very busy and challenging one, and professionally rewarding for me when I reflect back on what CCC has managed to accomplish during the last 12 months.

As at December 2010, CCC is subscribed to by a total of 122 member organizations (both National and International NGOs); a significant 10% growth compared to last year. This is proof that the quality and responsiveness injected into our efforts to anticipate, alert and address Members' concerns have yielded a higher degree of trust and reliance on CCC's core support and advisory services, as well as the range of learning forums CCC provided during 2010.

During 2010, CCC's work on promoting the development effectiveness of Civil Society Organizations (CSO) delivered a few important impacts. At a Global level, in July CCC together with other key NGO umbrella organizations and networks brought CSOs, development partners and the Government together to discuss development effectiveness. Commitments made through that multi-stakeholder consultation were documented then shared at the CSO Global Assembly on Development Effectiveness in Istanbul in September, and CCC (elected there as a member of the Global Facilitation Group), brought the subsequent Istanbul CSO principles on development effectiveness to Cambodia.

At the national level, partly through CCC's participation and inputs to the Partnership and Harmonization Technical Working Group (P&H TWG), procedures and processes for the functioning of TWGs were revised to include a broader and more meaningful role of CSOs in national policy formation.

At implementation level, the CCC-managed projects, the Analyzing Development Issues (ADI) project and the NGO Good Practice Project (NGO GPP), continue to be key contributors to positively influencing the NGO community. The former, by continuing to progressively assist managers and fieldworkers of NGOs to be able to demonstrate their capacity in research, and influencing the behavior of respective stakeholders ranging from the community people to policy-makers. And the latter, by increasingly enhancing good practices and internal governance of NGOs and by promoting the unique Voluntary Certification System (VCS) in Cambodia. The VCS is now well known locally and internationally and is one of only two NGO Certification systems in ASEAN (Association of South East Asian Nations). In 2010, 38 NGOs applied for certification, a 60% increase over 2009.

Last but not least, over the last 2 years, CCC took a lead role in closely monitoring the Government's intention to enact an NGO/Association Law. During 2010, CCC hosted many rounds of consultations among interested stakeholders to discuss response strategies if and when the draft version would be released. These ongoing dialogues paid off when the Government did release the draft on 15th December 2010, and the NGO community was well prepared to articulate a well coordinated response.

Finally, I would like to express my profound thanks to all members, donors, and partners for their unbounded support to CCC during 2010 and throughout our history. Most importantly, I owe a heavy debt of appreciation to all CCC staff, advisors and other skilled consultants for their dedicated commitment and full cooperation for the realization of CCC's vision and mission, and for the prosperity of Cambodia.



A handwritten signature in blue ink, which appears to be 'LUN Borithy'.

LUN Borithy  
Executive Director  
December 2010

AAA	Accra Agenda for Action
ADI	Analyzing Development Issues
AusAID	Australian Agency for International Development
CCC	Cooperation Committee for Cambodia
CDC	Council for Development of Cambodia
CDRF	Cambodia Development Research Forum
CHRAC	Cambodian Human Rights Action Committee
COSECAM	Coalition to address Sexual Exploitation of Children in Cambodia
CSO	Civil Society Organization
DPA	Development and Partnership in Action
EXCOM	Executive Committee
GAD-C	Gender and Development for Cambodia
GFG	Global Facilitation Group
GPP	Governance & Professional Practice (formerly Good Practice Project)
HACC	HIV/AIDS Coordinating Committee
HR	Human Resources
ICNL	International Center for Not-for-Profit Law
ICT	Information and Communications Technology
IDRC	International Development Research Centre
IT	Information Technology
KAWP	Krom Akphiwat Phum
M&E	Monitoring & Evaluation
MEDiCAM	Medical Cambodia
MOI	Ministry of Interior
MOU	Memorandum of Understanding
MSU	Member Services Unit
NAA	National AIDS Authority
NCCC	NGO Code Compliance Committee
NEP	NGO Education Partnership
NGO	Non-governmental Organization
NGO GPP	NGO Good Practice Project / Governance & Professional Practice
NiDA	National Information Communications Technology Development Authority
NSSF	National Social Security Fund
NTFP	Non-Timber Forest Products
P&H TWG	Partnership and Harmonization Technical Working Group
PAR	Participatory Action Research
PARA	Participatory Action Research Assignments
PRAJ	Program on Rights and Justice
RGC	Royal Government of Cambodia
TAF/PECSA	The Asia Foundation/Program to Enhance Capacity in Social Accountability
TWG	Technical Working Group
USAID	United States Agency for International Development
VBNK	Vicheasthan Bandos Bandal Neak Krobkrong Kangea Aphivath
VCS	Voluntary Certification System
VNP	Virachey National Park
WG	Working Group

## 2010 Snapshot

Income versus Expenditure - for full audit report see page 28

<b>INCOMES</b>	<b>Amount USD</b>
Program Revenues	746,000
Membership fees	91,000
Cost recovery/Management Oversight	148,000
Other	19,000
<b>Total</b>	<b>1,004,000</b>

<b>EXPENDITURES</b>	<b>Amount USD</b>
Program Costs	597,000
Human Resources	144,000
Operation Costs	54,000
Membership Services	22,000
Encumbrances for 2011	187,000
<b>Total</b>	<b>1,004,000</b>

2010 has been a remarkable year for CCC, with finances exceeding US\$1million for the first time. This peak figure has been achieved through the support of funding partners, donors, membership fees and cost recovery methods. CCC has accountably and transparently managed and used its revenues within international accounting standards, while serving the best interests of its members, the NGO Community, and ultimately the development of Cambodia.

Summary of Major Events - for details see the table of Major Events on page 26

<b>Type of Activities</b>	<b>Outreach</b>				
	<b>No. of Events</b>	<b>Total Participants</b>	<b>NGO Representatives</b>	<b>Members</b>	<b>Government/ Development Partners</b>
<b>Learning Events</b>	22	592	342	196	18
<b>Issue Briefings</b>	3	164	29	19	22
<b>Capacity Building Workshops</b>	10	376	283	81	35
<b>Multi-stakeholder Meetings</b>	2	188	169	111	11
<b>Consultations/Dialogues</b>	16	866	563	178	69
<b>Members' Meetings</b>	12	557	471	405	23
<b>International Exposure</b>	3	95	56	0	8
<b>Reflection Workshop</b>	1	48	12	3	0
<b>Other</b>	3	304	12	51	74
<b>Total</b>	<b>72</b>	<b>3190</b>	<b>1937</b>	<b>1044</b>	<b>260</b>

In 2010 CCC's portfolio of cross-cutting projects and core activities further intensified its outreach to Civil Society, and through its direct activities for Members and the wider NGO Community reached a total audience in excess of three thousand participants. This is an astonishing result, given that this figure does not include the enormous number of other CCC activities such as briefings on the Voluntary Certification System for NGOs, participation in meetings and events conducted by other organizations, and other relationship-building endeavors that contribute toward CCC achieving its goals.

Strengthen the collective voice

of civil society.....

## Our Goal: Strengthen the collective voice of civil society

The work of CCC strengthens the voice of civil society in several ways; by conducting Learning Forums and creating a “Community of Practice” to facilitate the exchange of experience and best practices between NGOs; through the activities of the NGO Good Practice Project (NGO GPP) team to promote the Code of Ethical Principles (originally developed in 1994 by CCC’s Executive Committee) and Minimum Standards for NGOs; by administering the Voluntary Certification System (VCS) for NGOs in Cambodia; through the Analyzing Development Issues (ADI) Project which is equipping NGO managers and field workers with the skills to analyze the issues affecting their work and the communities they serve and to develop solutions; and by facilitating civil society groups and networks to come together to discuss and form positions on government policy papers and on critical issues related to aid and development effectiveness.

The Learning Forums that CCC initiated in 2009 continued in 2010, due to the strong support and high demand from CCC members. The term “Community of Practice” reflects the network or community that has been established through these forums, of NGO personnel coming together to develop their knowledge, skills and best practices for the sector. The topics for the forums held in 2010 included Human Resources (HR), Finance, Monitoring and Evaluation (M&E), and an NGO Directors’ Forum. As a result, three Working Groups were formed to develop practical guidelines on HR, Finance, and M&E, which will become useful resources for the NGO community, and are in the process of being developed in consultation with CCC members and others from the NGO sector. The overwhelmingly positive feedback received from participants indicated that the Learning Forums are extremely useful for them for both individual career development and organizational professionalization.

In 2004 CCC initiated the NGO Good Practice Project (NGO GPP) which revised the original Code of Ethical Principles, developed accompanying Minimum Standards and subsequently the VCS; important tools that help to ensure accountability and good governance in the NGO sector. Promoting the importance of good governance for NGOs is a central theme to CCC’s work, and the flagship NGO Good Practice Project has continued throughout 2010 to make clear advances toward a wider adoption of good practices by NGOs in Cambodia.

A mid-term review (in 2009) of the NGO GPP Phase III along with feedback from NGOs prompted a review of the Standards, Guidelines and Indicators to ensure that the VCS continues to be relevant to the sector. This was a consultative process which began with a first draft developed by the Working Group and then presented at the GPP Annual Feedback Forum, followed by a joint WG and NCCC review, and final consultation with the NGO community at a GPP Stakeholder Forum on 15 December. The newly revised version of



GPP continued in 2010 to work closely with the independent Working Group (WG) and Code Compliance Committee (NCCC) to review a marked increase in NGO applications to the certification system. With ongoing work to promote the value of the VCS, thirty-six applications have been received in 2010 (up from twenty-three in 2009), with eight successfully attaining certification (nine in 2009). 2010 also saw the first round of re-certifications, as the three-year certification period expired for the first two NGOs certified in 2007.

the Standards, Guidelines and Indicators came into effect as of 16 December, and a new GPP Information Kit reflecting the revisions will be launched in early 2011.

Evaluation of internal procedures saw improvements made to the processing time for VCS applications through the introduction of checklists and guidelines for the field check process, as well as revised policies relating to the NCCC desk review stage. The methods for conducting follow-up for certified

NGOs were also improved with the inception of the biannual Certified NGO Forum, and the implementation of a methodology for conducting follow-up field visits to certified NGOs, with ten of these being executed in Quarter 3.

Raising the profile of the certification system is a key ongoing activity undertaken by the GPP team. Opportunities to promote the value of participating in the certification process have had tremendous success in 2010, with the GPP and its world-class VCS gaining national and international recognition in a number of highly regarded mediums, including being mentioned as one of Asia's success stories for NGO accountability at the High Level Forum on Aid Effectiveness in Accra, Ghana. It was cited in the 2010 Council for Development of Cambodia (CDC) Aid Effectiveness Report as a progressive effort to promote accountability in the NGO sector; it is acknowledged by both the International Center for Not-for-Profit Law (ICNL) <http://www.icnl.org/knowledge/ngolawmonitor/cambodia.htm> and the database of civil society self-regulatory initiatives established by One World Trust <http://www.one-worldtrust.org/csoproject/cso/initiatives/results/?loc=country&country=29>



ADI Community Course Round 7

In addition to these high-profile plaudits, GPP has been requested by the major NGO sector networks working in Cambodia, as well as by individual NGOs and provincial NGO networks, to give presentations on the VCS to their members and senior staff. All in all there have been forty-seven presentations made to a total audience of 638 people in 2010. Media exposure has also been significant this year, with GPP successfully securing editorial commentary in a number of daily newspapers published in Cambodia; in Khmer (Rasmei Kampuchea Daily and Kampuchea Thmei Daily), English (the Phnom Penh Post), Chinese (Jian Hua Daily), as well as the French weekly, *Cambodge Soir*. A GPP event held on 15 December to update and consult with the NGO community on the VCS and to award certificates to newly certified NGOs, received coverage as news features on Bayon TV and TVK, reaching a wide national audience.

The Analyzing Development Issues project (ADI) is working with NGOs and their communities to help them to develop analytical thinking skills, and to utilize these to solve problems. In the current project cycle (2009-2011) ADI has offered three courses; the pop-

ular four-week basic course for NGO managers, the advanced course for past participants and development specialists, and the community course for field workers. In support of these core activities, ADI organizes Issue Briefing Workshops at national and provincial levels, and widely disseminates its training materials and research reports.

The overall goal of ADI is to increase the analytical capacity of Cambodian NGO managers and fieldworkers to study and solve problems, conduct small-scale and community-based action research, to initiate and make improvements to their programs, and to contribute to discussions on domestic, regional, and international policy issues.

ADI recruits participants for its courses from both CCC member and non-member NGOs, and brings them together to share experiences and learn from each other. In this way the participants build relationships with each other and come to a deeper understanding of development issues. At the community course level, participants do not only learn theory in the classroom, but they also apply what they have learnt in the field through the implementation of

"As part of NGO efforts to promote accountability in their own working practices an innovative Voluntary Certification System for NGOs is now in its third year of existence. This builds on the 2005 Code of Ethics for NGOs in Cambodia and the Minimum Standards which were developed by the NGO sector, led by the Cooperation Committee for Cambodia." CDC Aid Effectiveness Report Page 14

## build the capacity of NGOs for critical analysis on development issues and social change

Participatory Action Research Assignments (PARA). At the advanced course level, participants have been interactively involved in discussion and writing critically on sections of an ADI study on youth migration and older-age parents, which has developed their report writing skills.

The training courses produce high quality studies that are published as ADI research reports which can be accessed from the CCC website and downloaded free of charge in Khmer and English. An exciting result is that the participants, particularly from the community courses, report to have increased their confidence in public speaking through presenting papers at ADI-sponsored Issue Briefing Workshops and other forums such as the Cambodia Development Research Forum (CDRF) National Symposium held in September 2010. At this symposium, under the guidance of the ADI team, two staff members from Non-Timber Forest Products (NTFP) presented a paper on co-management of protected areas in Taveng district, Ratanakiri, while two other staff from Krom Akphiwat Phum (KAWP) presented a paper on youth migration and responses to migration issues, and then went on to present at the COSECAM (Coalition to address Sexual Exploitation of Children in Cambodia) International Conference on "Mobility Patterns of Cambodian and Other Nationals in the South-east Asia Region", where it was especially well-received by members of the audience attending from neighboring countries that are experiencing similar problems.

The following case study describes through the perspective of one ADI course past participant how the course contributed to changes in her work and future, and is one example of how ADI is achieving the goal of strengthening the voice of civil society.

*"When working in a community it is important to understand their problem and their needs. If what we do would not respond to that, they will not accept it. For example, if they need a mirror but we give them something else, they would not prefer or accept."*  
(Ms. Phean Sabeun, NTFP Ratanakiri province)

Ms. Phean Sabeun received little formal education as a child; starting school late enabled her only to complete grade two by the age of twelve, and she was then forced to leave school to work, to help to support her family. Five years later she started a night literacy class, and followed this by returning to school to complete grades three to six, as well as studying English for a further two years.

Sabeun participated in ADI community course round 7 in March-August 2010. After completing the ADI course she acknowledged that the course had enhanced her understanding of the link between theories learned in the classroom to a real situation in the field, as indicated in her own words: "I learned a lot from the course such as what does development mean, research report writing, and moreover practicing at the village level to see the situation and solve the real problem, and reflecting the field practices".

The course also gave her the opportunity to network & learn from the experiences of others, as well as how to identify issues within the community and how to apply research to determine the appropriate tools to work with the community to help them to solve problems. Through the training she gained greater insight into the ideas of development, as well as ways to deal with problems through promoting participation, and helping communities to reflect on problems together, and how to solicit villagers' commitment. For the future, Sabeun wants to be an effective manager who is able to analyze situations and to become a key contact for her organization's donors.



ADI Community Course Round 7, village meeting

Enhance effective  
cooperation across civil  
society

## Our Goal: Enhance effective cooperation across civil society

In 2010, CCC has undertaken a number of special projects, including the Together for Better Governance Project, funded by TAF/PECSA (The Asia Foundation/Program to Enhance Capacity in Social Accountability) and Oxfam Australia, to contribute toward building an enabling environment for NGOs and government to work together at both national and sub-national levels. Positive momentum was gained at each stage of the project, which included a preparation meeting, two field visits to five provinces, two regional workshops and one full day national forum, and were attended by representatives of five interdepartmental ministries, provincial governors and new elected councilors, as well as NGO representatives from the respective target provinces and Phnom Penh.

In particular, the field visits gave the participants the opportunity to gain a first-hand understanding of each others' respective work and challenges, and subsequently to propose ways to work together better and more closely. The result has been an increase in the level of mutual understanding of the participant government officials and NGO representatives with regard to their roles in democratic development and promoting good governance and social accountability, as well as paving the way for greater sharing of informa-

tion regarding, and an integrated approach to, national and sub-national planning. Policies, a set of principles, guidelines, and indicators for working together in effective partnership were developed and will be subject to further consultation with the NGO community and government across the country.



*Together for Better Governance project, field visit and commune council meeting, Kratie Province, May 2010 (above and below). Right: CCC Members.*



CCC's Member Services Unit (MSU) consistently works across a number of the organization's goals, and a major achievement for 2010 delivers against at least two of these. Revised planning processes have succeeded in increasing attendance at the CCC-hosted Learning Forums and the bi-monthly member meetings from 50% to around 80%, and the topic selection for these events is now informed by the prevailing issues raised with MSU by members through phone calls and/or email. In 2010, some of the issues discussed included the draft NGO law, National Social Security Fund (NSSF), and NGO Memorandum of Understanding (MOU) renewal.



*From the report to the project donor, PESCA.*

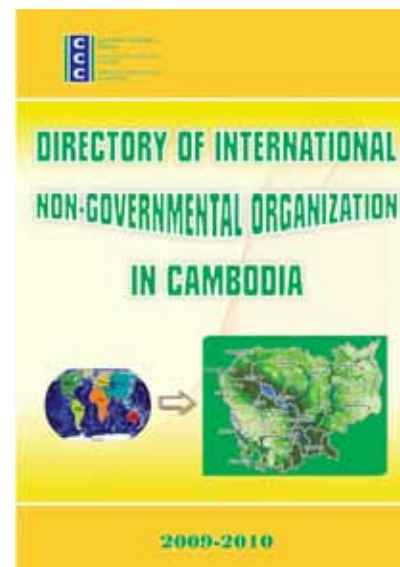
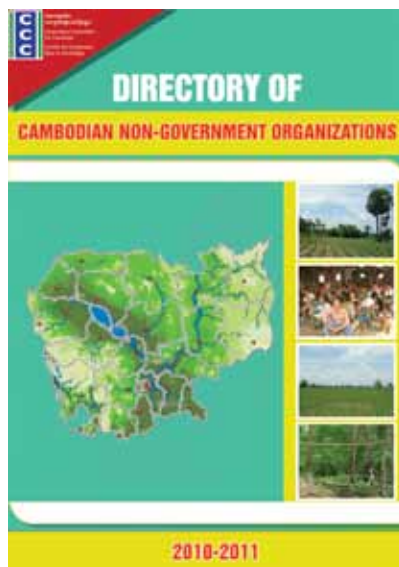
The culture of working together.... between government and NGO community was rarely seen in a fragile society like Cambodia. Misunderstanding and misperception of the roles and work of each group happened frequently in the past. Moreover, there was no concrete mechanism for NGO community and government to discuss and learn together regularly at both technical and strategic levels.

The Together for Better Governance project, through meetings, field visits, regional forums, and dialogue with selected NGO and Government representatives, has significantly contributed to changing working attitudes and behaviors, from an individual approach to collective one. Relationships between government and NGO representatives are better than before.... Significantly, a set of principles, guidelines and indicators have been developed by and for NGO community and government to push collective efforts and resources for effective development in mutual and social accountability manners....

In accordance with feedback and observations from the activities of the project, the NGO and Government believed that the partnership principles and this project working structure/culture will effectively contribute to successfully responding to development challenges such as human development, national resource management, and others that the poor and marginalized people are facing.

CCC Membership grew from 114 to 122 in 2010, a positive step toward enhancing effective cooperation and strengthening the collective voice of civil society, which is also manifested in the relationship of trust that CCC enjoys from its members. NGO queries on many subjects of concern or uncertainty are received by MSU, indicating that CCC is regarded as a reliable source of information and guidance for civil society. CCC's ever-expanding "information bank" of NGOs operating in Cambodia places it in the unique position of having the most up-to-date facts, including the funding received across the NGO sector, a resource which is tapped into by international as well as local organizations, including line ministries of the Royal Government of Cambodia.

In 2010 two new directories (Cambodian NGOs and International NGOs) were produced, a major task which also included a new direction for the Cambodian NGO directory. For the first time, "clean" businesses from the private sector were offered the opportunity to partly sponsor the publication costs of the Directory, covering significant costs and making it possible to distribute a quantity of the directories free of charge. The directories are a further investment in CCC's databank of publications for the NGO community, development partners, government, and other relevant stakeholders.



By convening Issue Briefing Workshops at provincial and national levels, ADI has promoted effective coordination and dissemination of research findings and engaged provincial NGOs and their networks in development discussions and debate. This dialogue among development partners similarly has helped to promote an enabling environment for civil society organizations. Through the deliberate efforts of ADI at establishing and maintaining formal and informal networks among NGOs and government officials for working jointly on common issues and information sharing, greater understanding and pledges of further collaboration have been achieved.

The ADI Issue Briefing Workshops enjoyed great successes in 2010. In Mondulakiri, a workshop on mining issues organized jointly with Development and Partnership in Action (DPA) resulted in the deputy provincial governor acknowledging the issues raised, and extracted assurances from him that they would be further discussed, with women to be included in the process.

Following the community course conducted in Ratanakiri (see case study "Putting the Learning into Practice"), ADI organized in close coordination with Non-Timber Forest Products (NTFP), a workshop on the co-management of the community-protected areas, to present the PAR research findings to people from the communities, Virachey National Park (VNP) officials, and local authorities. During the workshop a promise was gained from a provincial official of VNP to work closely with the indigenous communities, an approach which has often been misunderstood by both authorities and local communities. Hence, these dialogues among stakeholders have helped to promote an enabling environment for civil society organizations that are working with local communities.



*Cambodian NGO Directory Launch, October 2010*



Top and below: ADI Community Course, Taveng district, Ratanakiri

### **Case Study 2 : Putting the Learning into Practice**

In 2010, ADI conducted a community course in Ratanakiri province, incorporating participatory action research (PAR) for nineteen participants including indigenous people and women from eight NGOs from the northeast provinces of Kratie, Monduliri, and Ratanakiri.

PAR is a cyclical process that moves from analysis to planning to action, and then to more analysis, planning and action, and aims to mobilize people to solve their own problems. The process involves listening and gathering information from the community, jointly identifying and analyzing issues together, and then assisting them to develop community action plans in response to issues of common concern.

In this case, the NGO, Non-Timber Forest Products (NTFP) was about to initiate a program of protected area co-management in selected villages of Taveng district, and agreed to act as the lead NGO to facilitate the logistics of the course fieldwork as well as to follow up the activities in the study villages at the completion of the course.

The course was comprised of two parts, the first held over two weeks in March and April, and the second part in August, with ADI continuing to provide support to the course participants in the interim. The first week of the training in March for the NGO participants involved classroom sessions to reflect on social change and the development practices of the participants, and how these were linked to the rapidly changing economy and society of Cambodia, while the second week involved PAR fieldwork conducted in Tabok and Chuy villages of Taveng district. This involved working with the local, mostly indigenous, people from the two villages, and assisting them to develop a community action plan.

The two villages have historically had disputes regarding unequal benefit sharing from forest resources within the designated protected area of Virak Chey National Park, but as part of their individual community action plans formulated during the ADI training, the Tabok and Chuy villagers proposed to meet with one another to resolve their differences with respect to the co-management with the government of the protected area near their villages.

In May, representatives of the two villages met to take action on their plans, and reached an agreement on the co-management of the protected area, which was then disseminated to the indigenous people in the two villages. Since then the two villages have cooperated on an issue of illegal logging activities by outsiders, and the NTFP fieldworkers continue to assist the Tabok and Chuy villagers with the implementation of their action plans.

For the participants of the ADI course, their enhanced analytical thinking and participatory action research skills will help to ensure that issues at the community level can be addressed effectively and efficiently by the people of the community themselves. The PAR process provided a method for the course participants to mobilize people through community action and for community facilitators to assist people to identify their own problems and help them develop community action plans to respond to emerging issues. Through the various course activities the participants realized that ultimately communities are responsible for their own development, and NGOs can help by building the capacity of local people to deal with change.

For the people of Tabok and Chuy villages, the PAR process helped them to realize that they need to work together to resolve the practices regarding the sharing of resources in the protected area.

In 2010 ADI joined the steering committee for a well-known research network, Cambodia Development Research Forum (CDRF). The ADI team provided strategic direction to CDRF and successfully co-organized the popular CDRF national symposium held in September,

moderated sessions and made presentations on six research papers which reached out to audiences of diverse backgrounds. This level of involvement provided an opportunity for the team to promote and foster the quality of their work and to strengthen partnerships

and gain trust from the other steering committee members as well as from IDRC (International Development Research Centre), which funds the symposium.

**Influence** the thinking  
and practice

of **development partners**

## Our Goal: Influence the thinking and practice of development partners

CCC's work centers strongly around institutional advocacy; developing an enabling environment for professional NGOs. Involvement as a Civil Society Organization (CSO) representative on the Government's Partnership and Harmonization Technical Working Group (P&H TWG), has offered CCC a unique opportunity to provide key input on behalf of the NGO sector into the development of the guidelines on the role and functioning of all TWGs. Working closely with other key umbrella organizations such as NGO Forum on Cambodia and MEDiCAM, comments and recommendations from the entire NGO community were successfully incorporated into policy formulation. These combined efforts have translated into amendments to the guidelines that ensure inclusiveness and increased participation for civil society in TWGs, a guarantee that the role of CSOs are reflected in all aspects of the TWGs, and position CSO representatives as active participants rather than that of observers.

Since late 2008, CCC has taken a lead role in monitoring the Government's intention to develop and enact legislation on NGOs and Associations. In collaboration with other umbrella organizations and NGO networks, CCC facilitated ongoing consultations and updates on this issue with national and international development actors working in Cambodia, to prepare the sector as much as possible for the eventual release of the draft law. The draft law was released publicly on 15 December 2010 by the Ministry of Interior (MOI) along with an invitation to CCC to attend a national consultation on 29 December 2010. Recognizing the need for a longer period of review, CCC and other concerned NGOs successfully lobbied the MOI to have the national consultation postponed until 10 January 2011 thus allowing for more time to critically review the contents of the proposed draft law.

CCC, in partnership with other major national and international NGOs, then embarked on an immediate series of nation-wide consultations with the NGO sector at national and sub-national levels to inform and discuss about the potential implications of the Law when it is passed, and the



*Studying the Sector: CCC commissioned two studies in 2010; NGO Contributions to Cambodia's Development 2004-2009, and Reflections, Challenges and Choices 2010 Review of the NGO Sector in Cambodia.*

ways in which the sector will petition the Royal Government of Cambodia (RGC) to make amendments to the draft law. Concurrently CCC also facilitated a consolidation of technical reviews of the draft law which were carried out by many different NGOs and international agencies.

In 2010 CCC commissioned two important publications which respectively informed development actors about the strengths, reach and impact of the NGO Sector as the third force of Development in Cambodia (NGO Contributions to Cambodia's Development 2004-2009, Rasmussen), and provided an external and internal analysis of the entire NGO sector in Cambodia identifying its strengths, weaknesses, gaps, and development needs (2010 Review of NGO Sector in Cambodia; Reflections, Challenges and Choices, Bañez-Ockelford). CCC is proactively involved in addressing each of the challenges posed in this sector review, and is initiating a multi-year program to address NGO Sector governance.

Additionally, a presentation of the key findings of the Review of the NGO Sector at CCC's All-donor Meeting convened in November opened up the conversation about

continuing relevance for NGOs and the concept of developing a common vision, which CCC will continue to pursue as a topic for discussion at future symposiums; and CCC's hosting of the NGO Good Practice Project (GPP – rebranding as Governance & Professional Practice in 2011) VCS has taken the lead in urging self-regulation and higher standards for the sector.

"A new NGO and Associations Law is expected in 2010. It is feared that any new law governing NGOs and Associations will increase the RGC's discretionary power and tighten its restrictive hold over civil society. ....the draft Law was prepared without any consultation with civil society; the Government has ignored requests for dialogue. The response of civil society to the proposed new legislation is led by three NGO coalitions. Their response has, among other issues, highlighted the voluntary self-regulation scheme available to NGOs, which includes a Code of Ethical Principles and Minimum Standards. The number of NGOs registering for the scheme is increasing, in order to demonstrate firmly that they are accountable and transparent and carrying out legitimate activity. The voluntary self-certification scheme is hosted by an umbrella NGO, the Cooperation Committee for Cambodia, and compliance with the standards is determined by two independent bodies." Source: ICNL website

Aid effectiveness and, increasingly, development effectiveness are much discussed topics globally. High-level commitments have been made and signed by various donor and recipient countries in order to ensure that aid is better managed and better coordinated for the benefit of poor and marginalized citizens in developing countries. The 2005 Paris Declaration on Aid Effectiveness and the 2008 Accra Agenda for Action (AAA) outline modalities and targets for realizing the commitments made by signatory countries. In Cambodia, mechanisms are in place to facilitate dialogue between the Royal Government of Cambodia and its development partners regarding a range of development effectiveness issues. Over the past thirty years, NGOs and other civil society actors in Cambodia have made an outstanding contribution to the reconstruction and social development of Cambodia, however, opportunities to engage NGOs or other civil society organisations at a policy level on development effectiveness issues are still very limited.

CCC, in partnership with the NGO Forum on Cambodia, MEDiCAM and other national and international NGOs, has engaged the NGO community at national and sub-national level to build awareness of aid effectiveness and to create opportunities for engagement and contribution to national debate on policy issues related to aid effectiveness.

Between November 2009 and July 2010, CCC collaborated with its NGO partners to host and facilitate a series of three progressively inclusive, high level national workshops, informed by a series of earlier sub-national workshops. The first national workshop engaged NGOs and other civil society actors only, the second engaged NGOs with its development partners and the third involved NGOs, development partners and government together. Outcomes from the three high-level dialogues



**CCC Executive Director Lun Borithy at the CSO Global Assembly, Istanbul**



**NGO Representatives meet with the Ministry of Interior on the draft NGO Law**

were documented and hard copies were disseminated at the CSO Global Assembly in Istanbul in September 2010. This First Global Assembly of the Open Forum on CSO Development Effectiveness provided the first international meeting point for participants and stakeholders of the Open Forum process, where those present were able to review and discuss the results of the national consultations and plot ways forward in preparation for the next High Level Forum in Korea in 2011.

In the run-up to the Global Assembly, dozens of CSO platforms and networks organized over seventy national and thematic consultations, most of which took place from March to July 2010. These consultations brought together hundreds of CSO stakeholders across the globe to discuss principles for CSO development effectiveness, as well as mechanisms, guidelines and indica

tors for their implementation, including minimum standards for enabling conditions. These consultations also included multi-stakeholder dialogues with governments, donors and other development actors.

Through this process, CCC has been elected as a member of the Global Facilitation Group (GFG) comprised of twenty-five member organizations that were nominated and accepted by more than seventy representatives of CSO platforms and networks from around the world. The key task of the GFG is to monitor and evaluate the Open Forum's consultation and multi-stakeholder dialogue process, engage in dialogues with official donors and governments on the issue of enabling environments, and mobilize CSOs from around the world to reflect and take action on development effectiveness.

The Code of Ethical Principles and Minimum Standards for NGOs in Cambodia is a set of nine ethical principles addressing cooperation, respect and equity in NGOs' relationships, quality, efficiency and openness; and twenty-six minimum standards for governance, organizational management and programs. These principles and standards should guide NGOs' behavior and inform stakeholders what they can expect to be upheld by NGOs. This code is the basis for a voluntary certification scheme managed by the Cooperation Committee for Cambodia. NGOs wishing to obtain a Code of Compliance Certificate are assessed against the principles and standards of this code.

### Code of Ethical Principles

*NGOs engage in diverse activities, but have one constituency and that is the public. We aim to improve the welfare of the people we serve. We commit ourselves to the following ethical principles:*

An NGO's purpose is to work in partnership with stakeholders for a sustainable development of Cambodian society, based on justice, equality, transparency, accountability and respect for human rights.

An NGO's policy and vision is appropriately and independently determined from that of any donor or government agency.

NGOs are not aligned or affiliated to any political party.

NGO activities will be carried out without discrimination on the basis of nationality, group, political affiliation, ideologies, race, age, religion, gender, HIV status or disability.

NGOs will respect the values, dignity, history, religion of the communities they serve.

An NGO's cooperation with other NGOs will be based on equality, dialogue and mutual respect.

NGOs will ensure that their relationships with funding agencies are honest and transparent.

NGOs will cooperate with the Cambodian people, the government and other stakeholders to improve the quality of life of the people.

NGOs are committed to using non-violent ways in solving problems, disputes and conflicts.

Further success achieved toward influencing the thinking and practice of development partners is demonstrated through the endorsement of the VCS by AusAID, a longstanding advocate of the initiative, and recently the USAID Program on Rights and Justice (PRAJ), which now state that preference will be given to the funding applications received by NGOs that are participating in the NGO GPP certification process. A number of other donor organizations including Care, Action Aid, Concern, and OXFAM have encouraged their partners and beneficiaries to apply for certification, and networks of organizations working in Gender (Gender and Development for Cambodia - GAD-C), Disability, Health (MEDiCAM), Human Rights (Cambodian Human Rights Action Committee - CHRAC), Education (NGO Education Partnership - NEP) and other provincial networks have all requested that GPP make presentations on the VCS to their membership base.

In addition to organizing its own workshops, the ADI project has promoted dialogues with sector-specific audiences through presenting its most updated research reports. ADI was able to affect direct influence with the government policy body, the National AIDS Authority (NAA) and membership organization HIV/AIDS Coordinating Committee (HACC), when the team presented their research results on HIV/AIDS and older persons to these organizations, and made the reports available to them. The research findings were welcomed by the NAA and HACC, with participants expressing that it would assist with NGO programming for those working in the study areas.

**Deliver** high quality services

to meet the **needs of**  
**NGOs**

## Our Goal: Deliver high quality services to meet the needs of NGOs

In line with CCC's objective of modeling quality program management and service delivery to CSOs, Quarter 2 of 2010 saw a full revision of CCC's Finance, IT and HR manuals, and the introduction of a Customer Charter, aimed at re-asserting CCC staff commitment to serving its members and the general public with high levels of professionalism, responsiveness and timeliness. These measures, all implemented with EXCOM approval at the beginning of Quarter 3 following consultation across the staff and management, have resulted in improved quality of service for clients. As a result of the policy updates and consistently conducted six-monthly staff performance appraisals, CCC has achieved a higher standard of internal operations and subsequently observed a higher quality of event delivery and increased outreach to the NGO sector.

In Quarter 3 CCC underwent a comprehensive review of its continued compliance to the Code of Ethics, 1 ½ years after certification by the NGO Good Practice Project. Specific outcomes for CCC include an increase in the number of staff it employs, generation of an additional US\$.5m, and continued adherence to all Standards of the VCS.

GPP is delivering high quality services which are meeting the true needs of NGOs; in response to strong demand from the NGO sector, in 2010 GPP offered two regional training workshops (Phnom Penh and Prey Veng) as well as one-on-one mentoring programs. The four-day workshops covered topics such as the importance of the Code of Ethical Principles and Minimum Standards for NGOs, the Voluntary Certification System, organizational policies and board development, strategic planning, monitoring and evaluation, financial, HR, and administration management. Representatives from fifty-nine NGOs attended, and following the workshops, four of these immediately applied for certification. The one-on-one mentoring was provided to four-

teen NGOs that needed support in specific areas to enable them to reach the minimum standards required for certification. Since the mentoring sessions two of these have now been certified.

The CCC website became more user-friendly in 2010, with the introduction of a download feature for resources such as research studies, and an update to the user interface for NGO directories in the form of more advanced search

criteria options. In line with CCC's Strategic Plan to move more of its communications online, the existing e-resource centre is also being refurbished, and soon e-resource members will be able to download directly from the website, by-passing the current need for Member Services to email requested files to members. These files have been digitized from hard copies by IT and of 539 most-requested publications, 371 are currently available as e-books.



*This page: GPP regional training in Phnom Penh (top) and Prey Veng (above).  
Opposite page: IT Networking: ICT Platform (top) and "Reunite Workshop" (below)*

The core work of CCC's IT Unit focuses on the goal of delivering high quality services appropriately responding to the true needs of NGOs. One of the key objectives is to strengthen the effective sharing of information about development challenges, and to support this, the IT Unit has been working to develop the IT knowledge and skills of NGOs and others by conducting a series of trainings on using Khmer Unicode and the Open Office software suite. This training constitutes a major achievement for the IT Unit, having now delivered a total of eighteen three-day courses (including six in 2009), each hosting an average of fifteen participants. The out reach has extended to NGOs, government and private sector representatives, and high school students from Phnom Penh and provinces, with an open invitation for anyone to attend free of charge.

Khmer Unicode font was developed as part of a joint project between the Open Institute and NiDA (National Information Communications Technology Development Authority) in 2004 to offer users an open source Khmer language font. Khmer Unicode provides a preferable alternative to the previously most commonly used Khmer font, Limon, which is more cumbersome to type, less technically correct, and does not have a spell-check function.

In April a half-day "reunite workshop" was attended by forty-four former participants of the training courses to share and learn from the experiences of each attendee, with regard to the practical application of the skills acquired during the training. Topics for discussion included skills learned and applied as a result of the training, challenges faced in applying Khmer Unicode to daily work, recommendations for improving the application of Unicode, and suggestions on how the participants might further promote Khmer Unicode within their workplace or network. The discussions revealed that most of the attendees are using their new skills every



day, and overwhelming support was received for CCC to continue to provide the training courses, and as a result, CCC is currently seeking funding in order to offer further courses in 2011.

In May, IT hosted the first "Information and Communications Technology (ICT) Platform" on IT Career Development and Network Security, with support from First Cambodia; IT systems integration specialists from the private sector. The ICT Platform took the form of a half-day, free-of-charge (for CCC Members) workshop, aimed at promoting a proactive approach to addressing the needs, priorities and emerging challenges for IT in the NGO sector, to build a network of IT experts and practitioners in Cambodia, and to increase knowledge of IT system security and trends. The result of the successful

workshop which was attended by thirty-nine NGO IT Managers/Officers from the CCC Membership was re-sounding support for an ongoing series of events to continue to strengthen the IT network and shared knowledge; four are now planned for 2011.

CCC is becoming more prominent, visible, and effective; the organization now has representation at the National level through its dialogues with Government on the pending NGO Law and as a member of the Partnership and Harmonization TWG, at the Regional level as a member of Asia Aid Watch, and bringing the issue of NGOs in Cambodia to a global audience as a member of the Global Facilitation Group; and the result of this raised profile and elevated effectiveness, CCC is on track to deliver against its four stated goals.

## Executive Committee

CCC Management and Staff wish to warmly convey to the Executive Committee our most sincere appreciation and gratitude for their time, efforts, wisdom and commitment to guiding CCC through the past twelve months. 2010 was a year with many new challenges, strategizing, demands and growth for CCC, and the Executive Committee confronted all valiantly.

Some of the pivotal activities that solicited input from the Executive Committee in 2010 were involvement in major meetings and events conducted for the CCC Membership and wider NGO Community including the CCC 20 years anniversary, guidance on drafting strategic and key documents to the Ministry of Labor regarding the National Social Security Fund, rotating responsibility to Chair the Bi-monthly Member meetings and Learning Forums, contributing to the succession planning for the Executive Director role, and the recruitment of key staff. In addition to this high level of engagement, the Executive Committee also gave their support to a number of major tasks undertaken in 2010, including active participation with multiple consultations on the development of a five-year "Governance Hub" program, CCC's advocacy on the Draft NGO law, as well as forming part of the Steering Committee for and fully supporting the NGO Sector Review commissioned by CCC.

CCC highly recognizes the exemplary contributions made by its Executive Committee in 2010, which have contributed toward the ability of CCC to achieve its vision of a strong and capable civil society, cooperating and responsive to Cambodia's development challenges.



### Executive Committee 2010

Dr. Sam Inn (Chair)  
Executive Director  
Life With Dignity

Mr. Kep Kannaro (Vice-Chair)  
Executive Director  
(PADEK) Partnership for Development in Kampuchea

Mr. Greg Auberry (Treasurer)  
Country Representative  
Catholic Relief Services

Mrs. Ros Sopheap (Member-at-large)  
Executive Director  
(GAD/C) Gender And Development Cambodia

Ms. Carol Mortensen (Member-at-large)  
Country Director  
ChildFund

Mr. Brian Lund (Member-at-large)  
Regional Director  
Oxfam America

Dr. Graham Storer (Member-at-large)  
Director  
VBNK (Vicheasthan Bandos Bandal Neak Krobkong Kangea Aphivath)



2010 Executive Committee  
(clockwise from top-left): Mr Brian Lund, Ms Carol Mortensen, Mr Kep Kannaro, Dr Graham Storer, Ms Ros Sopheap, Mr Greg Auberry, Dr Sam Inn.

# Staff



Mr. LUN Borithy	Executive Director	Mr. SO Dane	Researcher/Trainer
Mr. SOEUNG Saroeun	Senior Operations and Finance Manager	Mr. CHEN Sochoeun	Researcher/Trainer
Mr. SOK Monirith	Finance Team Leader	Mr. OEUR II	Research Fellow/Trainer
Ms. SUOR Sovandavy	Finance Assistant	Dr. John McANDREW	Project Advisor
Ms. CHAY Sok	Finance Assistant	Mr. MI Nac	Project Officer
Mr. SEANG Meng Aun	HR/Admin Manager	Mr. SOU Sophornnara	Communications and PR Manager
Ms. SOEUNG Satya	HR Officer	Ms. Fiona McADAM	Communications Advisor
Ms. ENG Rotha	Procurement/Admin Officer	<b>Departed</b>	
Ms. SENG Sothida	Operations Assistant	Mr. KIM Hor Han	Finance Coordinator
Ms. SO Polin	Receptionist	Ms. KHAM Sotheavy	Finance Officer
Mr. SO Karuna	Driver/Messenger	Ms. PEN Bopha	Project Manager
Mr. KEO Phalla	Member Services Coordinator	Mr. THA Sophal	Driver/Office Helper
Ms. TOY Monireth	Member Services Officer	Mr. SENG Saly	Project Intern
Mr. ENG Sophara	IT Officer	Ms. SEY Siheang	Admin Intern
Mr. RATH Chantha	IT Trainer/IT Assistant		
Mr. LONG Veasna	IT Intern	<b>Consultants</b>	
Mr. CHEN Bunna	IT Intern	Ms. Amy AUSTERMILLER	
Ms. DUONG Keo	Office Cleaner	Ms. EM Kagna	
Ms. PEN Hoeung	Office Cleaner	Mr. HONG Sokheang	
Mr. SOK Sopha	Certification System Team Leader	Mr. HORN Marong	
Ms. SAM Vaddthanak	Networking & Promotions Officer	Ms. Jane BAÑEZ-OCKELFORD	
Mr. LIM Sokly	Learning & Development Officer	Ms. Jenny PEARSON	
Mr. SOK Sovann	Certification Officer	Mr. KONG Phallack	
Mr. HAK Kunthy	Certification Officer	Ms. Kristen RASMUSSEN	
Ms. KEO Mara	Certification Officer	Ms. Laura MITCHELL	
Dr. Vicente SALAS	Program Development Advisor	Ms. Louise COVENTRY	
Ms. HAK Sochanny	Project Manager	Ms. Monika NOWACZYK	
Ms. KHUON Chandore	Researcher/Trainer	Mr. SI Len	
Ms. HOUN Kalyan	Researcher/Trainer		

# Members 2010

CCC would like to express our thanks to our members for their continuous support of our work and mandate.

<b>Members</b>	<b>Since</b>	<b>Members</b>	<b>Since</b>
Action on Disability and Development	1998	Child Rights Foundation	2010
ActionAid International	2005	Christian Care for Cambodia	1998
Adventist Development and Relief Agency	1992	Christian Outreach Relief and Development (CORD)	2009
Aide ét Action	2004	Christian Reformed World Relief Committee	1999
Alliance for Conflict Transformation	2010	Church World Service	1991
American Friends Service Committee	1991	Community Legal Education Center	2010
Amici Dei Bambini Cambodia	2009	Concern Worldwide	1991
Asian Outreach Cambodia	1999	Cooperazione e Sviluppo	1996
Association Angkor - Belgique	1992	DanChurchAid/Christian Aid	2004
Australian Business Volunteers	2000	Deutsche Welt Hunger Hilfe/German Agro Action	2004
Australian Catholic Relief	1990	Development and Partnership in Action	1991
Australian People for Health Education and Development Abroad	1995	Diakonia	2009
Australian Volunteers International	1992	Digital Divide Data	2003
Australians Caring for Refugees	2002	East Meets West Foundation	2010
Banteay Srei	1991	Enfants & Développement	1998
Bremen Overseas Research and Development Association	2009	Epic Arts	2010
Cambodia Arts and Scholarship Foundation	2009	Every Child	2001
Cambodia Family Support	2010	FH Cambodia	1991
Cambodia HIV/AIDS Education and Care	1995	Forum Syd	1994
Cambodia Trust	2001	Foundation for International Development & Relief	2000
Cambodian Acid Survivor Charity	2008	Gender And Development Cambodia	2001
Cambodian Disabled People's Organization	2010	HAGAR	2002
Cambodian Health Committee	1996	Handicap International Belgium	1991
Cambodian Human Rights Association	1994	Handicap International France	1991
Cambodian Researchers for Development	1995	Health Unlimited	1991
Cambodian Volunteers for Community Development	2010	Heifer International	2010
CARE International in Cambodia	1994	HelpAge International	1992
Caring for Young Khmer	1992	Home Land/Meathto Phum Komah	2002
Caritas Cambodge	1992	International Cooperation Cambodia	1991
Catholic Relief Services	1992	International Development Enterprise	2004
ChildFund Cambodia	2008	International Relief and Development	2010
		International Volunteers of Yamagatta	1998
		Intervida Cambodia	2009

## Members 2010

<b>Members</b>	<b>Since</b>	<b>Members</b>	<b>Since</b>
Japan International Volunteer Centre	1991	Save the Earth Cambodia	2008
Jesuit Service Cambodia	1992	Services for the Health in Asian & African Regions	1994
Kamonohashi Project Organization	2009	Shalom Life Careserve Centre	1996
Khemara	1990	Shanti Volunteer Association	1991
Krousar Yoeung	2003	SILAKA	2000
Legal Aid of Cambodia	1996	Social Services of Cambodia	2009
Life With Dignity	1991	Soutien a Initiative Privee Pour L'Aide a la	
Live and Learn Environmental Education	2010	Reconstruction (SIPAR)	2001
Maryknoll	1992	Sovann Phoum	2002
Medical Team International	2008	Trócaire	2008
Mennonite Central Committee	1991	Trotrung ning Akpiwat Sokapeap neak Krekror (TASK)	1994
MoPoTsyo Patient Information Center	2009	Veterans International Cambodia	1996
My Village Organization	2009	Vicheasthan Bandos Bandal Neak Krobkrong Kangea	
Nearly Khmer Organization	2010	Aphivath (VBNK)	1997
New Humanity	1995	Voice of Democracy	2008
NGO Education for Partnership	2004	Voluntary Service Overseas (VSO)	1992
Non Timber Forest Products – Exchange Programme	2009	Volunteer Service Abroad	1994
Norwegian People's Aid	1996	Wholistic Development Organization	2006
NYEMO	1999	World Education-Cambodia	1999
Ockenden International	1999	World Relief-Cambodia	1992
Open Forum of Cambodia	2008	World Vision Cambodia	1991
Oxfam America-East Asia Regional Office	2006	Youth With A Mission	1992
Oxfam Australia	1991		
Oxfam Québec	2006		
Oxfam, Great Britain	1991		
Pact Cambodia	1994		
Partnership for Development in Kampuchea	1991		
People In Need	2010		
Phare Ponleu Selpak	2009		
Plan International Cambodia	2005		
Ponleu Komar	2008		
Ponleu Ney Kdey Sangkhum (Light of Hope-PNKS)	2005		
Rain Water Cambodia	2004		
RiverKids Foundation	2010		
Rural Animal Health Development Organization	2008		
Save the Children Australia	1991		
Save the Children Norway	1991		
		<b>Associate Members</b>	<b>Since</b>
		AusAID (Australian Agency for International Development)	2003
		<b>Observers</b>	
		Cambodia Health Education Media Service	
		Dai Kou Kasikor	
		Komar Pikar Foundation	
		Mekong Plus	
		Prison Fellowship Cambodia	
		Youth Resource Development Program	

# Donors 2010

It would not have been possible to continue with CCC's important work without the ongoing visionary support from our donors and partners. With the help of these organizations in 2010, CCC's vision of a strong and capable civil society, cooperating and responsive to Cambodia's development challenges, is a step closer.



## Major Events

N°	Date	Type of event	Venue	Outreach					Category
				Participants	NGO Reprs	Members	Non Members	Gov't	
1	18-22-Jan-10	Co-organized workshop with ECODE on Monitoring and Evaluation	PP	18	16	0	0	0	CBW
2	19-Feb-10	Meeting with NGO and Government Representative on Together for Better Governance	PP	27	8	6	0	13	CBW
3	22-25-Feb-10	Regional training on NGO Good Governance, Professionalism and Accountability	PV	26	26	0	0	0	CBW
4	31-Mar-10	HR Forum on HR Trends and Strategies Development	PP	29	23	0	0	0	CBW
5	27-Apr-10	Reunited Workshop: improving ICT and Khmer Unicode knowledge and networking	PP	44	28	9	19	0	CBW
6	06-May-10	Regional Forum on promoting enabled working Environment and Effective Partnership	Ratanakiri	62	40	0	0	22	CBW
7	18-May-10	Informaton Communication Technology (ICT) platform	CCC	45	30	22	8	0	CBW
8	31-May-10	HR Forum on staff performance Management	PP	41	35	0	0	0	CBW
9	30-Jul-10	HR Forum Staff Development and Training	CCC	51	44	44	0	0	CBW
10	26-29-Jul-10	Regional Training Workshop on NGO Good Governance, Professionalism and Accountability	PP	33	33	0	0	0	CBW
11	18-Mar-10	Regional Forum on promoting enabled working Environment and Effective Partnership	Siem Reap	60	45	0	0	15	CD
12	23-Mar-10	CSO-DP High level Dialogue on Aid Effectiveness	PP	64	15	12	11	1	CD
13	22-Apr-10	Code revision meeting with WG, NCCC and CNGOs	PP	21	10	4	6	1	CD
14	27-Apr-10	First Certified NGO workshop and forum	PP	18	15	5	10	0	CD
15	28-Apr-10	Annual Feedback Forum on NGO GPP	PP	155	96	24	72	10	CD
16	22-Jun-10	National Dialogue on Together for Better Governance	PP	36	19	0	0	17	CD
17	20-Aug-10	Meeting with Private Sector Sponership	CCC	17	0	0	0	0	CD
18	23-Sep-10	CSO Workshop on Aid Effectiveness	PP	23	23	8	15	0	CD
19	20-22-July-10	CSO-DE National Consultation Forum on CSO Development Eff	PP	104	87	0	0	17	CD
20	12-Nov-10	Special Members meeting on NSSF	CCC	35	29	28	1	0	CD
21	23-Dec-10	NGO Law consultation with Members	KSSA	81	67	67	0	0	CD
22	24-Dec-10	NGO Law consultation with Non Members	KSSA	92	59	6	53	0	CD
23	14-Dec-10	Meeting with MoLVT on NSSF	MoLVT	10	9	8	1	1	CD
24	15-Dec-10	Multi-Stakeholder Annual Forum on NGO Code Revision	PGCT	117	77	13	64	7	CD
25	15-Dec-10	Second Certified NGO Forum	PGCT	12	12	3	9	0	CD
26	12-Aug-10	Private Sector Sponership	CCC	21	0	0	0	0	CD
27	29-Sep-10	Director Forum on MoU Renewal	CCC	14	14	14	0	0	IB
28	25-26 Nov-10	Mining Workshop in Mondulkiri Province	Senmorum, MDK	88	9	5	4	20	IB
29	06-Dec-10	Issues Briefing Workshop on Co-Management of Forest Resource in Taveng District	Taveng, Ratanakiri	62	6	0	4	2	IB
30	8-10 Mar-10	Participated in REDD-plus After Copenhagen Workshop	Hue, Vietnam	52	24	0	0	0	IE
31	15-20-Mar-10	Exposure visit to Philippines	Philippines	3	0	0	0	0	IE
32	13-15-May-10	Participated in ICFO AGM	Toronto, Canada	40	32	0	32	8	IE
33	Jan-Mar-2010	Khmer Unicode and Open Office Training (5 training workshops)	PP	69	42	20	23	0	LE
34	22-25-Feb-2010	Khmer Unicode and Open Office Training (1 training workshop)	KG cham Province	15	3	2	1	0	LE
35	15-17-Mar-10	Exposure visits to Siem Reap and Kampong Thom Province with delegates from four ministries	K.Thom and SR	9	3	2	1	6	LE
36	21-Mar-3-Apr-10	ADI Commuity Course Round 7 part I	Ratanakiri	19	8	1	7	0	LE
37	03-05-May-2010	Exposure visits to Kratie, Stung Treng and Ratanakiri Province with delegates from four ministries	KRT, ST and RK	9	3	1	0	6	LE
38	10-May-10	Working Group M&E Meeting	The Spoon	6	6	6	0	0	LE

N°	Date	Type of event	Venue	Outreach					Category
				Participants	NGO Reprs	Members	Non Members	Gov't	
39	11-May-10	Monitoring and Evaluation Forum	CCC	23	23	23	0	0	LE
40	1-22-May-2010	Follow up to participants from community course round 7	RK, MDK,	19	8	1	7	0	LE
41	Apr-Jun-10	Khmer Unicode and Open Office Training (4 training workshops)	PP	57	27	14	12	1	LE
42	25-27-May-2010	Khmer Unicode and Open Office Training (1 training workshop)	Battambang	20	13	2	10	1	LE
43	6-19-June-2010	ADI Advance Course Round 5	Battambang	14	14	2	12	0	LE
44	28-Jun-10	M&E Forum for CCC members	CCC	44	38	38	0	0	LE
45	16-Sep-10	M&E Forum	PGCT	57	47	47	0	0	LE
46	12-25-Sep 2010	Community course round 8 part I in Steung Treng province	Steung Treng	19	7	0	7	0	LE
47	18-24-July-2010	Advance Course Round 5 part II	BTB	14	14	2	12	0	LE
48	22-28-Aug-2010	Advance Course Round 5 part III	Kg Som	11	11	2	9	0	LE
49	24-26-Aug-2010	Khmer Unicode and Open Office Training (1 training workshop)	Siem Reap	32	12	1	11	2	LE
50	Jul-Sep-2010	Khmer Unicode and Open Office Training (4 training workshops)	PP	49	19	13	6	1	LE
51	12-Nov-10	HR/FM/M&E Working Group meeting with Consultant to develop guidelines	CCC	20	10	10	3	0	LE
52	Oct-Dec-2010	Khmer Unicode and Open Office Training (3 training workshops in PP and 1 in Kratie)	PP	48	20	9	10	1	LE
53	Sep-Oct 2010	Follow up with community course round 8 participants	Kratie, steung Treng, Mondulakiri and Ratanakiri	19	7	0	7	0	LE
54	28 Nov-04 Dec 2010	Community Course Round 8 Part II	Steung Treng	19	7	0	7	0	LE
55	12-Feb-10	AGM & 20th year Anniversary	PP	74	67	51	16	16	MM
56	11-Mar-10	Meeting with NGO representatives on Effective Procurement (1st meeting)	PP	5	4	4	0	0	MM
57	06-Apr-10	Bi Monthly CCC Members Meeting	CCC	30	29	28	2	0	MM
58	22-Apr-10	Workshop to review Minimum Standards and Guidelines	PP	20	0	0	0	0	MM
59	21-May-10	Meeting with NGO representatives on Effective Procurement (2nd meeting)	CCC	14	8	7	1	0	MM
60	30-Apr-10	Finance Forum on Building Reserves for NGOs	PP	35	28	0	0	0	MM
61	23 June 2010	Finance Forum on How to Navigate smoothly annual auditing	PP	49	44	44	0	0	MM
62	01-Jun-10	Bi Monthly CCC Members Meeting	CCC	60	53	53	0	1	MM
63	03-Aug-10	Bi Monthly CCC Members Meeting	KSSA	97	75	75	0	3	MM
64	18-Aug-10	Core Group Meeting	PP	24	24	12	12	0	MM
65	19-Aug-10	Finance Forum : How to make your stakeholders happy with your financial management	The Learning Institute	88	79	71	10	2	MM
66	07-Dec-10	Bi Monthly CCC Members Meeting	KSSA	61	60	60	0	1	MM
67	14-Oct-10	CCC Extra Ordinary Meeting	PGCT	68	60	60	0	0	MS
68	14-Oct-10	CNGO Directory Launching	OGCT	120	109	51	58	11	MS
69	22-26-Feb-2010	Pre-visit and course orientation of community course round 7	KT, ST and RTK	36	10	1	9	6	O
70	17-23 May 2010	Pre-visit to Battambang province	BTB	18	0	0	0	18	O
71	09-10-Sep 2010	Cambodia Development Research Forum National Symposium	Cambodiana Hotel	250	100	50	100	50	O
72	07-Dec-10	Reflection Workshop on 4 rounds community courses in Northeastern provinces	Banlung, Ratanakiri	48	12	3	9	0	RW

**CBW**=Capacity Building Workshop; **CD**=Consultation/Dialogue; **IB**=Issue Briefing Workshop; **IE**=International Exposure; **LE**=Learning Event; **MM**=Members Meeting; **MS**=Multi-stakeholder Meeting; **RW**=Reflection Workshop; **O**=Other

**COOPERATION COMMITTEE FOR CAMBODIA**  
**STATEMENT OF INCOME AND EXPENDITURE**  
**FOR THE YEAR ENDED 31 DECEMBER 2010**

# Financial Audit Report

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គណៈកម្មាធិការ  
សហប្រតិបត្តិការដើម្បីកម្ពុជា

Cooperation Committee  
for Cambodia

Comité de Coopération  
Pour le Cambodge

## STATEMENT OF THE BOARD OF MANAGEMENT

I, Lun Borithy, Executive Director of the Cooperation Committee for Cambodia (“the Organisation”) state that, in my opinion:

The accompanying statement of income and expenditure, together with the notes thereon, of the Cooperation Committee for Cambodia (“the Organisation”) as at 31 December 2010 and of its income and expenditure for the year then ended has been prepared in accordance with the basis set out in Note 2 to the statement of income and expenditure.

On behalf of the Board of Management,

Lun Borithy  
Executive Director  
Cooperation Committee for Cambodia

Phnom Penh, Kingdom of Cambodia  
Date: 01 February 2011

Certified on: 15-Jan-09



### 1990-2010-2 Decades of NGO Solidarity and Cooperation

Vision : *A strong and capable civil society, cooperating and responsive to Cambodia's development challenges.*

House #9-11, St. 476, Sangkat Toul Tompoung I, P.O. Box 855 Phnom Penh, Cambodia

Tel./Fax: (+855) 23 216009 E-mail: [info@ccc-cambodia.org](mailto:info@ccc-cambodia.org) Website: [www.ccc-cambodia.org](http://www.ccc-cambodia.org)



PricewaterhouseCoopers (Cambodia) Ltd  
35, Sihanouk Boulevard, Chamkarmon  
Phnom Penh, Kingdom of Cambodia  
Telephone (855) 23 218 086  
Facsimile (855) 23 211 594

## Independent auditor's report

To the Board of Management of the Cooperation Committee for Cambodia

We have audited the accompanying statement of income and expenditure of the Cooperation Committee for Cambodia ("the Organisation") for the year ended 31 December 2010 and a summary of significant accounting policies and other explanatory information (together the "financial statement"). The financial statement has been prepared by management on the basis set out in Note 2.

### *Management's responsibility for the special purpose financial statement*

Management is responsible for the preparation of a financial statement on the basis described in Note 2. This includes determining that the basis described in Note 2 is an acceptable basis for the preparation of the financial statement in the circumstances, and for such internal control as management determines is necessary to enable the preparation of a financial statement that is free from material misstatement, whether due to fraud or error.

### *Auditor's responsibility*

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with Cambodian International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Opinion*

In our opinion, the statement of income and expenditure of the Cooperation Committee for Cambodia for the year ended 31 December 2010 has been prepared, in all material respects, in accordance with the basis set out in Note 2.

*Basis of accounting and restriction of use*

Without modifying our opinion, we draw attention to Note 2 to the financial statement, which describes the basis of accounting. The financial statement is prepared to provide information to Cooperation Committee for Cambodia. As a result, the financial statement may not be suitable for another purpose. This report is intended solely for Cooperation Committee for Cambodia and should not be distributed to or used by parties other than the Cooperation Committee for Cambodia.

For PricewaterhouseCoopers (Cambodia) Limited

  
By Benilda C. Fernando  
Director



Phnom Penh, Kingdom of Cambodia  
Date: 01 February 2011

**COOPERATION COMMITTEE FOR CAMBODIA**

**STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010**

	Note	2010 Budget US\$ <sup>(*)</sup>	2010 Actual US\$	2009 Actual US\$
		Unaudited and for information purposes only		<i>Restated</i>
<b>OPENING BALANCES</b>				
Cash on hand			1,187	2,053
Cash at bank	3		289,845	122,872
Receivable from suppliers			7,877	1,490
Accrued thirteen month salary			(6,882)	
Payable to suppliers			(2,213)	-
Staff pension fund liability			<u>(37,762)</u>	<u>(35,057)</u>
			252,052	91,358
<b>INCOME</b>				
CCC general sources	4	435,361	496,738	390,866
NGO Good Practice Project (GPP) phase 3 sources	5	104,503	104,075	159,150
Analysing Development Issues (ADI) Project sources	6	153,168	151,841	253,606
		<u>692,732</u>	<u>752,654</u>	<u>803,622</u>
			<u>1,004,706</u>	<u>894,980</u>
<b>EXPENDITURE</b>				
CCC general costs	7	461,866	433,369	298,369
NGO Good Practice Project (GPP) phase 3 costs	8	159,500	144,907	145,330
Analysing Development Issues (ADI) Project costs	9	225,694	230,009	199,229
		<u>847,060</u>	<u>808,285</u>	<u>642,928</u>
<b>CLOSING BALANCES</b>				
Cash on hand			1,234	1,187
Cash at bank	3		257,974	289,845
Staff pension fund liability	10		<u>(43,303)</u>	<u>(37,762)</u>
			215,905	253,270
Refund to donor	11		659	-
Receivable from suppliers	12		4,959	7,877
Accrued thirteen month salary			(11,216)	(6,882)
Payable to suppliers	13		<u>(13,886)</u>	<u>(2,213)</u>
			<u>(19,484)</u>	<u>(1,218)</u>
			196,421	252,052
			<u>1,004,706</u>	<u>894,980</u>

*The accompanying notes on pages 5 to 17 form an integral part of this statement of income and expenditure.*

## COOPERATION COMMITTEE FOR CAMBODIA

### NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2010

#### 1. BACKGROUND INFORMATION AND PROJECT ACTIVITIES

The Cooperation Committee for Cambodia (“CCC” or “the Organisation”) is a non profit international organisation comprising non governmental and other organisations which are active in Cambodia. CCC was established in 1990 to facilitate the exchange of information and cooperation among NGO’s and to provide a forum for NGO coordination on issues of common concern.

#### 2. SIGNIFICANT ACCOUNTING POLICIES

##### a) *Basis of accounting*

The statement of income and expenditure, expressed in United States dollars (US\$”) has been prepared under the historical cost convention.

The Organisation's policy is to prepare the statement of income and expenditure on the cash receipts and disbursements basis except for the advances to staff, accrual of the staff pension fund and thirteen month salary, receivable from and payable to suppliers. On this basis, income is recognised when received rather than when earned, and expenditure, except for the advances to staff, accrual of the staff pension fund and thirteen month salary, receivable from and payable to suppliers, are recognised when paid rather than when incurred.

The budgeted income and expenditure presented in the financial statement is based on the budget approved during the Annual General Meeting.

##### b) *Income and expenditure*

Income is defined as the funds received by the Organisation from donors and own means of income generation. These sources of income are accounted for when received, and recorded at gross amounts of bank charges. Expenditure represents all costs paid and accrued in meeting the Organisation’s objectives.

Project costs sharing for the rental, utilities and other expenditure are recognised as CCC general sources and costs by the Organisation and each Project, respectively.

##### c) *Fixed assets*

The cost of fixed assets purchased during the year is treated as expenditure in the statement of income and expenditure in the year of purchase. All items of fixed assets with a value of more than US\$ 250 are recorded in the fixed assets register for control purposes.

##### d) *Inventories*

The cost of materials purchased during the year is expensed in the statement of income and expenditure and no value is carried forward for any unutilised inventory at the year end. A list of books and newsletters is maintained for control purposes.

**COOPERATION COMMITTEE FOR CAMBODIA**

**NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**e) *Cash and bank balances***

Cash and bank consist of cash on hand and bank balances with insignificant risk of changes in value.

**f) *Foreign exchange***

The operational currency of the Organisation is US\$ and transactions in currencies other than US\$ are converted into US\$ using the market exchange rate on the date of the transaction. Any exchange differences is recorded in the statement of income and expenditure.

**g) *Staff pension fund and thirteen month salary***

The Organisation set up a staff pension fund bank account. Payments made by the Organisation to the staff pension fund bank account are recognised as expenditure. This amount is equivalent to 10% of the monthly staff salary provided that staff has already rendered one year of service to the Organisation and will be provided to the staff at the end of their employment along with interest earned.

The Organisation provides thirteen month salary, which equal to one month salary, to staff in March every year and the thirteen month salary expense is accrued monthly by dividing the current salary by twelve.

**h) *Receivable from and payable to suppliers***

Receivable from suppliers are the prepayment to suppliers for purchasing goods and services, and the share office costs from NGO Forum.

Payable to suppliers are the expenses which the Organisation purchases goods and services from suppliers and the goods and services had received and invoices are billed.

**i) *Change in accounting policies***

Prior to 01 January 2010, the Management recognised the receivable from suppliers (prepayment) as expenditures and did not recognise accrual of the staff thirteen month salary and payable to suppliers in the statement of income and expenditure. In the financial year starting from 01 January 2010, the Management decides not to recognise the receivable from suppliers (prepayment) as expenditures but as "Receivable from suppliers", and to recognise the accrual of the staff thirteen month salary and payable to suppliers as "Accrued thirteen month salary" and "Payable to suppliers" respectively in the statement of income and expenditure.

The change in accounting policies resulted to the restatement of the statement of income and expenditure of the Organisation for the year ended 31 December 2009 and 31 December 2010 as follows:

COOPERATION COMMITTEE FOR CAMBODIA

NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

i) *Change in accounting policies (continued)*

	<b>2009 Actual US\$ Before restatement</b>	<b>Effect of change in accounting policies</b>	<b>2009 Actual US\$ After restatement</b>
<b>As at 01 January 2009</b>			
Receivable	-	1,490	1,490
	-	1,490	1,490
<b>As at 31 December 2009</b>			
Receivable	1,490	6,387	7,877
Accrued thirteen month salary payable	-	(6,882)	(6,882)
Payable	-	(2,213)	(2,213)
	<u>1,490</u>	<u>(2,708)</u>	<u>(1,218)</u>
<b>EXPENDITURE</b>			
CCC general costs	296,129	2,240	298,369
NGO Good Practice Project (GPP) phase 3 costs	<u>144,862</u>	<u>468</u>	<u>145,330</u>
	<u><b>440,991</b></u>	<u><b>2,708</b></u>	<u><b>443,699</b></u>

**COOPERATION COMMITTEE FOR CAMBODIA**

**NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010**

**3. CASH AT BANK**

	<b>2010 Actual US\$</b>	<b>2009 Actual US</b>
		<i>Restated</i>
<b>OPENING BALANCES</b>		
ACLEDA Bank Plc (CCC – Saving )	159,697	64,211
ACLEDA Bank Plc (CCC – ADI Project)	77,923	22,465
ACLEDA Bank Plc (CCC – Current)	147	1,139
ACLEDA Bank Plc (CCC – NGO GPP AECID)	14,277	-
ACLEDA Bank Plc (CCC – EDC)	39	-
ACLEDA Bank Plc (CCC – Pension fund)	<u>37,762</u>	<u>35,057</u>
	<u>289,845</u>	<u>122,872</u>
<b>CLOSING BALANCES</b>		
ACLEDA Bank Plc (CCC – Saving )	183,359	159,697
ACLEDA Bank Plc (CCC – ADI Project)	136	77,923
ACLEDA Bank Plc (CCC – Current)	147	147
ACLEDA Bank Plc (CCC – NGO GPP AECID)	21,995	14,277
ACLEDA Bank Plc (CCC – EDC)	32	39
ACLEDA Bank Plc (CCC – GTZ-Saving)	4,002	-
ACLEDA Bank Plc (CCC – EAGER (NPA))	5,000	-
ACLEDA Bank Plc (CCC – Pension fund) (Note 10)	<u>43,303</u>	<u>37,762</u>
	<u>257,974</u>	<u>289,845</u>

## COOPERATION COMMITTEE FOR CAMBODIA

### NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2010

#### 4. CCC GENERAL SOURCES

	2010 Budget US\$	2010 Actual US\$	2009 Actual US
	<i>(Un-audited and for information only)</i>		<i>Restated</i>
Cost recovery/management service	120,376	141,600	124,935
Membership subscriptions	79,825	91,278	89,590
Services and sale of publications	14,978	18,219	10,726
Bank interest	1,450	999	1,923
Others	-	7,266	1,296
	<u>216,629</u>	<u>259,362</u>	<u>228,470</u>
<u>Special Projects</u>			
Project No. 0302-00-805 (ICCO)	71,190	58,699	-
Government Hub (Oxfam America, Action Aid International, GTZ, Lotus Relief Charitable)	42,030	42,033	-
EAGER Project (AusAID, DCA, NPA)	30,002	29,169	78,025
Development Effectiveness (2015 Alliance, Reality of Aid)	11,963	20,763	19,949
TAF - PECSA	19,855	19,855	-
Asia Pacific	12,502	13,002	-
Learning Forum (Diakonia, Oxfam America)	12,000	11,995	-
NGO Law ( Action Aid, Save the Children, DCA/CA, NPA)	-	11,850	-
Open Institute	10,590	10,037	-
Data Consolidation (UNDP-CDC)	8,600	8,574	12,984
Working together( Oxfam Australia)	-	7,500	-
FES Fund	-	3,899	-
Human rights, power and non-govern- mental action (Harvard University)	-	-	12,190
Aid Effectiveness (UNDP-CDC)	-	-	34,248
Improve NGO e-communication and networking (Oxfam Australia )	-	-	5,000
	<u>218,732</u>	<u>237,376</u>	<u>162,396</u>
	<u>435,361</u>	<u>496,738</u>	<u>390,866</u>

**COOPERATION COMMITTEE FOR CAMBODIA**

**NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010**

**5. NGO GOOD PRACTICE PROJECT (GPP) PHASE 3 SOURCES**

	<b>2010 Budget US\$</b>	<b>2010 Actual US\$</b>	<b>2009 Actual US\$</b>
	<i>(Un-audited and for information only)</i>		<i>Restated</i>
AECID	53,686	53,685	100,233
AusAID	50,000	50,000	49,985
AAI	-	-	8,500
Bank interest	817	390	432
	<u>104,503</u>	<u>104,075</u>	<u>159,150</u>

**6. ANALYSING DEVELOPMENT ISSUES (ADI) PROJECT SOURCES**

	<b>2010 Budget US\$</b>	<b>2010 Actual US\$</b>	<b>2009 Actual US\$</b>
	<i>(Un-audited and for information only)</i>		<i>Restated</i>
Trocaire	10,000	48,855	23,064
ESP	40,000	39,969	39,958
EED	24,668	29,662	94,184
DCA/CA	23,000	23,080	33,199
IPIA	55,500	9,980	-
Oxfam Hong Kong	-	-	59,955
Training course fees	-	-	1,600
Other income	-	4	986
Bank interest	-	291	660
	<u>153,168</u>	<u>151,841</u>	<u>253,606</u>

## COOPERATION COMMITTEE FOR CAMBODIA

### NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2010

#### 7. CCC GENERAL COSTS

	2010 Budget US\$ <i>(Un-audited and for information only)</i>	2010 Actual US\$	2009 Actual US\$ <i>Restated</i>
<u>Staff costs</u>			
Staff salary and benefits	158,101	134,126	127,896
Staff and organisational development training	3,000	3,258	1,353
	161,101	137,384	129,249
<u>Member service</u>			
Publication/equipment/representation	14,910	15,325	9,198
AGM/Executive Committee meetings	1,700	1,613	756
Regular members meetings	1,700	471	323
Dialogue workshops	500	170	848
Director forum	500	52	79
Surveys	500	-	50
	19,810	17,631	11,254
<u>Administration</u>			
Rental and utilities	37,680	39,861	34,060
Security services	5,348	4,456	5,262
Communication	3,216	4,809	2,376
Office stationery and office upkeep	2,340	2,394	1,988
Audit fees	4,500	1,167	1,040
Photocopying and printing	830	997	830
Vehicle running costs and maintenance	1,740	421	988
Miscellaneous (banking and others)	900	324	566
	56,554	54,429	47,110

**COOPERATION COMMITTEE FOR CAMBODIA**

**NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010**

**7. CCC GENERAL COSTS (continued)**

	<b>2010 Budget US\$</b>	<b>2010 Actual US\$</b>	<b>2009 Actual US\$</b>
	<i>(Un-audited and for information only)</i>		<i>Restated</i>
<u>CCC special projects</u>			
EAGER –II Project (AusAID, DCA, NPA,)	54,290	64,276	-
Project No. 0302-00-805 (ICCO)	47,900	44,526	-
TAF - PECSA	19,855	19,222	-
Data consolidation (UNDP-CDC)	16,479	15,202	5,105
Asia Pacific	12,502	12,502	-
NGO Law (Action Aid, Save the Children, DCA/CA)	-	11,503	-
Aid effectiveness (Concern)	11,477	11,227	8,972
Development Effectiveness (2015 Alliance, ROA)	10,298	9,966	-
Government Hub (Oxfam America, Action Aid, GTZ, Lotus Relief Charitable)	13,622	9,747	-
Open Institute	10,590	9,459	745
EAGER Project (AusAID, DCA/CA, ForumSyd, ICCO, NPA, VSO)	10,600	7,902	42,507
Improved NGO E-communication and networking (Oxfam Australia)	4,788	5,001	2,709
Learning Forum (Diakonia, Oxfam America)	12,000	3,392	-
Aid effectiveness (UNDP-CDC)	-	-	34,257
Human rights, power and non-govern- mental action (Harvard school)	-	-	12,190
Provincial exchange forum and consultative workshop on social accountability (Word Bank)	-	-	3,892
Evaluation	-	-	379
	<u>224,401</u>	<u>223,925</u>	<u>110,756</u>
	<u>461,866</u>	<u>433,369</u>	<u>298,369</u>

COOPERATION COMMITTEE FOR CAMBODIA

NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010

8. NGO GOOD PRACTICE PROJECT (GPP) PHASE 3 COSTS

	2010 Budget US\$	2010 Actual US\$	2009 Actual US\$
	<i>(Un-audited and for information only)</i>		<i>Restated</i>
<u>Personnel</u>			
Project senior officer	28,484	30,615	14,376
Project coordinator	9,686	10,453	10,235
Pension fund	4,380	2,906	-
Medical claim	750	544	-
Insurance-health and accidents	500	528	-
Project officer	-	-	12,957
	43,800	45,046	37,568
<u>Education materials</u>			
Research document	5,000	4,722	2,626
Copying and printing	2,400	1,481	-
Translation and editing	1,000	671	914
Resources and materials	1,000	143	3,085
Media coverage	-	-	4,269
	9,400	7,017	10,894
<u>Certification System</u>			
Applicant NGO's workshops	7,500	6,825	2,969
Working group meetings	1,600	1,777	610
Compliance mechanisms	1,400	1,163	793
Sup compliance	-	-	3,243
Field check with applicant NGOs	10,000	10,203	-
Follow up visit to NGO's	3,400	3,023	321
	23,900	22,991	7,936
<u>Information dissemination meeting</u>			
Certificate promotion	6,000	7,595	6,825
Annual forum/consultative meeting and travelling	7,800	6,857	2,833
Meeting with donors	3,300	2,367	4,209
	17,100	16,819	13,867
<u>Networking and capacity</u>			
Capacity building	8,000	5,711	15,965
Exposure visit and networking	4,000	4,144	-
Regional/inter exposure visits	10,000	3,819	4,924
National coalition	6,000	1,332	-
	28,000	15,006	20,889

**COOPERATION COMMITTEE FOR CAMBODIA**

**NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010**

**8. NGO GOOD PRACTICE PROJECT (GPP) PHASE 3 COSTS (continued)**

	<b>2010 Budget US\$</b>	<b>2010 Actual US\$</b>	<b>2009 Actual US\$</b>
	<i>(Un-audited and for information only)</i>		<i>Restated balance</i>
<u>Equipment</u>			
Car and fuel	2,400	2,004	14,544
Equipment maintenance	600	1,118	493
Furniture	450	1,029	150
Laptop computer	900	919	2,568
	<u>4,350</u>	<u>5,070</u>	<u>17,755</u>
<u>Administration</u>			
Rent and utilities	7,800	8,693	7,375
Communication	2,400	2,360	2,002
Office supplies	2,400	2,244	2,487
Recruitment	-	-	377
	<u>12,600</u>	<u>13,297</u>	<u>12,241</u>
<u>CCC support and overhead</u>			
CCC support and overhead	18,350	18,398	18,720
Evaluation	2,000	1,263	5,460
	<u>20,350</u>	<u>19,661</u>	<u>24,180</u>
	<u>159,500</u>	<u>144,907</u>	<u>145,330</u>

COOPERATION COMMITTEE FOR CAMBODIA

NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010

9. ANALYSING DEVELOPMENT ISSUES (ADI) PROJECT COSTS

	2010 Budget US\$	2010 Actual US\$	2009 Actual US\$
	<i>(Un-audited and for information only)</i>		<i>Restated</i>
<u>Personal cost</u>			
Trainer (five persons)	67,775	66,664	55,269
Project advisor	49,200	49,200	49,202
Pension fund	6,253	6,074	-
Staff development and training	2,998	1,393	1,310
Medical claim	900	895	-
Insurance health and accident	605	392	-
	127,731	124,618	105,781
<u>Training courses</u>			
Food	15,850	16,524	17,718
Accommodation	17,620	10,772	11,231
Traveling and transportation	6,799	8,631	6,824
Monitoring community	1,620	2,582	1,052
Training supplies	3,399	2,479	3,180
Pre-visits	2,144	2,006	517
Resource person	950	1,149	950
	48,382	44,143	41,472
<u>Follow up activities</u>			
Issues briefing	7,240	5,414	7,383
ADI publications	3,966	4,064	3,446
	11,206	9,478	10,829
<u>Vehicle and equipment</u>			
Equipment replacement	548	1,246	-
Repairs and maintenance	998	1,105	1,405
Used vehicles and maintenance	-	-	937
	1,546	2,351	2,342
<u>Administration</u>			
CCC support	23,524	23,520	21,383
Office rent and utilities	5,742	9,306	6,362
Communication	3,638	3,049	3,178
Bank charges and miscellaneous costs	925	1,002	4,667
	33,829	36,877	35,590
<u>Evaluation and audit fee</u>	3,000	12,542	3,215
	225,694	230,009	199,229

**COOPERATION COMMITTEE FOR CAMBODIA**

**NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2010**

**10. ACLEDA BANK PLC (CCC – PENSION FUND)/STAFF PENSION FUND LIABILITY**

Movements of the staff pension fund bank account and the fund itself for the year are as follows:

	<b>2010 US\$</b>	<b>2009 US\$</b>
As at 01 January	37,762	35,057
Bonus deposited in the bank account	-	2,864
Deposits to the staff pension fund	20,314	15,863
Interest	953	1,136
Withdrawal for staff bonus in March	(1,926)	(938)
Payments to staff at the end of their employment	<u>(13,800)</u>	<u>(16,220)</u>
As at 31 December	<u>43,303</u>	<u>37,762</u>

**11. REFUND TO DONOR**

During the year, the Organisation returned the remaining fund to “The Asia Foundation” amounting to US\$659 at the end of the project “Program to Enhance Capacity in the Social Accountability - PECSA”.

**12. RECEIVABLE FROM SUPPLIERS**

	<b>2010 US\$</b>	<b>2009 US\$</b>
Receivable from:		<i>Restated</i>
EDC for advance deposit of electricity connection	2,364	1,490
NGO Forum for office rental and utilities sharing	<u>2,595</u>	<u>6,387</u>
	<u>4,959</u>	<u>7,877</u>

**13. PAYABLE TO SUPPLIERS**

	<b>2010 US\$</b>	<b>2009 US\$</b>
Payable to:		<i>Restated</i>
General Department of Taxation for salary taxes	983	-
Payable to suppliers	<u>12,903</u>	<u>2,213</u>
	<u>13,886</u>	<u>2,213</u>

## COOPERATION COMMITTEE FOR CAMBODIA

### NOTES TO THE STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2010

#### 14. ACRONYMS

AAI	: Action Aid International
AECID	: Agency for International Cooperation for Development
AGM	: Annual General Meeting
AusAID	: Australian Agency for International Development
BD	: Broederlijk Delen
CCO/CIDA	: Canadian Cooperation Office – Canadian International Development Agency
Concern	: Concern Worldwide Cambodia
DCA/CA	: Dan Church Aid Cambodia / Christian Aid
EAGER	: Enhancing Awareness on Governance and Effective Regulations for Civil Society
EDC	: Electricite du Cambodge
EED	: Evangelischer Entwicklungsdienst e.V.
ESP	: Ecumenical Scholarships Programme
FES	: Friedrich-Ebert-Stiftung
GTZ	: Gesellschaft für Technische Zusammenarbeit
ICCO	: The Interchurch Organisation for Development Co-operation (Interkerkelijke Coördinatie Committee Ontwikkelingsprojecten)
IPIA	: Institute of Public and International Affairs
NGO	: Non-Governmental Organisation
NPA	: Norwegian People's Aid
PECSA	: Program to Enhance Capacity in the Social Accountability
ROA	: The Reality of Aid
TAF	: The Asia Foundation
UNDP	: United Nations Development Program
UNDP-CDC	: United Nations Development Program-Council for the Development of Cambodia.
VSO	: Voluntary Service Overseas

## What do others say about us

From: Garvey, Stephanie (Phnom Penh/OGD)  
Sent: Friday, June 11, 2010 6:42 PM  
To: Lun Borithy  
Subject: RE: A note of appreciation with reference to PRAJ II Announcement

Dear Lun Borithy,

Thank you for your email. USAID is pleased to be supportive of the Cooperation Committee of Cambodia's Good Practice Project certification. Your efforts in this area are commendable.

I look forward to being in touch with your organization and learning more about your initiatives in the future.

Kind regards,  
Stephanie Garvey

Stephanie Garvey  
Acting Director  
Office of General Development  
USAID Cambodia

From: Alice Castillejo  
Sent: Monday, December 13, 2010 2:13 PM  
To: Lun Borithy  
Subject: RE: NGO LAW-URGENT MEETING

Hello Borithy,

Thanks so much for getting this draft out so quickly. The response from CCC to the issuing of the MOI information on the law has been really wonderful - I was very impressed to get both e-mail and text notification so quickly.

To ensure that the law has the wide consultation which is highlighted as so important by the Royal Government of Cambodia strategic plan, we will also need to understand fully the process for consultation, assuming that there may be a process for comments to be fed back on the first draft law, responses to these comments from the Royal Government of Cambodia, and further discussion on those items, leading to the best possible NGO law. We therefore assume that a one-day consultation represents only the first step in this process, and we are keen to work with you in shaping following stages of the process.

These are only thoughts, but I think we should make clear all the reasons why the date is not good, and not lose sight of that fact that a one-day event is also inadequate.

I look forward to the meeting this afternoon.

Best wishes,

Alice

From: Sotheara Chhim Sent: Friday, November 12, 2010 5:41 AM  
To: Sovann.Sok  
Subject: Re: Congratulation Letter

Dear Mr Sovan,  
First of all, on behalf of TPO Cambodia I would like to thank you very much for the good news. We all at TPO are very excited to hear about this news, it is very meaningful for all of TPO staff.

This will encourage us to keep up with good work.

I would like to thanks CCC and its trustee for their confidence on TPO.

Best wishes,  
Sotheara

Friday, 02 July 2010 09:21  
From: moeurk mee  
Sent: Wednesday, June 30, 2010 8:38 AM  
To: phalla  
Subject: Re: M&E Presentation

Dear, Mr. Phalla  
That was very brilliant opportunity to join in the M&E forum. And It was interesting to hear and learn about the M&E. I met, heard, and communicated with other staff from different org which will be a good network among the NGOs. If possible can you share with me M&E document from the previous meeting. And thanks for this mail too.

Kindly  
Moeurk Mee  
Eco-tourism Project manager  
LIVE & LEARN  
Environmental Education

From: Chan Monnyrath  
Sent: Thursday, July 01, 2010 2:16 PM  
To: phalla  
Subject: Re: Thank you for your recent contribution

Dear Phoan Phalla,  
Good afternoon, please transmit of my regards to all staff of CCC.  
On behalf of myself and FIDR as whole, I would like to say thank you very much to CCC staff and all members that always made good cooperation with me and FIDR. It is the way of mobilizing the resource person and motivation to the members of CCC to work together and promote the networking among them.

Warm regards,  
Chan Mony Rath  
Deputy Representative Country Director  
Foundation for International Development/Relief



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