

Cambodia-Canada Legislative Support Project

Newsletter



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MESSAGE FROM JACQUES SABOURIN, CCLSP SECRETARIAT STREAM TEAM LEADER: OVERVIEW OF THE SECRETARIAT COMPONENT

The specific objectives of the CCLSP Secretariat Component activities are aligned to strengthening the professional and administrative support function in order that the structures, staff, operations and services of the National Assembly and Senate services respond as effectively and efficiently as possible to the requirements of the legislative arms of democratic governance in Cambodia. Programming is aimed at making the institutional personnel and organizational infrastructures respond to the service priorities of individual Members of Parliament, Committees and the parliamentary leadership.

Over the last three and a half years, proposed CCLSP initiatives have addressed strategic goals as well as more immediate Secretariat development needs with the dual purpose of introducing positive change in the short-term while ensuring those specific undertakings contribute to longer-term plans. Consequently a considerable number of activities such as legislative research and analysis skills workshops, computer/administration skills and English as a second language courses have been organized for staff, along with high-level management training components such as Strategic and Operational Planning

and Human Resources Management Policy development. Workshops using a combination of Canadian parliamentary expertise, Cambodian experts and local consulting firms have been engaged in delivering these various programs.

Activities are only considered the beginning of efforts to improve the management functions and the essential skills of Secretariat employees. Practical follow up and monitoring are an integral part of programming and a strategic approach to ensure sustainability. With this in mind, continuous monitoring and coaching is offered to participants.

The Senate and National Assembly leaderships have recognized the Parliamentary Centre's experience and contributions, as well as the support provided by the Canadian International Development Agency (CIDA), in these areas. In fact, CCLSP activity planning and delivery rests on the close partnership between the Cambodian stakeholders and the CCLSP management in its Phnom Penh Field Office, which since inception has affected on-going liaison between Project personnel, con-

sultants and Secretariat officials. This collaboration has led to concrete results. The CCLSP, in turn, has been impressed by the firm willingness of the Presidents, Committees, Secretary Gen-



erals and their teams to commit time, thought and active participation in all phases of programming for the Secretariats.

The partners acknowledge that building Secretariat capacity is a key element of strengthening Parliament itself since the Secretariats, by definition, represents continuity and stability of the parliamentary institution. There remain daunting tasks to be implemented in the Secretariat Component; however progress to date is a definite indication that accomplishments are just as impressive!

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The Cambodia-Canada Legislative Support Project (CCLSP) – 2005 Activities

After three successful years, the CCLSP continues implementation of activities into the fourth year of the Project. The following is a summary of key activities and accompanying results that have taken place in each of the three components in the first half of 2005.

Joint Project Steering Committee Meeting in Phnom Penh (March 2005)

At that start of each Project year, the Parliamentary Centre and its partners in the Cambodian Parliament develop an Annual Workplan identifying the results to be achieved during the specified year, as well as the corresponding activities to achieve these results. On March 4th, 2005, the CCLSP held a Joint Project Steering Committee (JPSC) Meeting in Phnom Penh to get approval for the Fourth Annual Workplan (April 1, 2005 – March 31, 2006). This was the first JPSC held in two years, and therefore was a very important event in getting parliamentary leaders on side with Project activities and in allowing all stakeholders to re-examine the direction of the Project in helping to build the institution of Parliament in the Kingdom of Cambodia.

His Royal Highness Prince Norodom Ranariddh welcomed participants to the JPSC meeting and expressed his appreciation to the Canadian International Development Agency for funding the CCLSP. His Royal Highness also expressed his appreciation to the Parliamentary Centre for providing the technical assistance required in bringing the plans of the previous three years to their fruition. His Royal Highness acknowledged the challenging political environment in Cambodia over the past year and congratulating the Project for making some wise decisions that helped see it through these challenges, while at the same time delivering some very beneficial results.

After his Royal Highness' welcoming remarks, the contents of the Fourth Annual Workplan were enthusiastically discussed among Members of the JPSC. Following much constructive debate and discussion, the Fourth Annual Workplan was approved.

Legislative Component

Special Feature – H.E. Mr. Cheam Yeap holds a Press Conference following the June 2005 Study Visit to Canada by a delegation of Cambodian Parliamentarians

From June 5-15, 2005, parliamentarians, mainly consisting of Commission Chairs, of the Senate and National Assembly of the Kingdom of Cambodia visited Canada on a study mission that allowed them to meet and exchange information with a variety of MPs, Senators and officials in the Canadian House of Commons and Senate, as well as the Québec National Assembly. The main purpose of this Study Visit was to provide the delegates an opportunity to gain first-hand knowledge and experience on the policies, practices and legislative management systems in place in the Canadian and Quebec Legislatures, as well as to share experiences of their work in the Cambodian Parliament. Other activities included a tour of the Canadian Parliament, Quebec National Assembly, Supreme Court of Canada, and observing Question Period in both Ottawa and Québec.

His Excellency Mr. Cheam Yeap, Chairperson of

the Commission on Economy, Finance, Banking and Audit of the National Assembly of the Kingdom of Cambodia and head of the delegation visiting Canada participated in a press conference which took place upon his return to Cambodia on June 15th in the VIP



H.E. Mr. Cheam Yeap meets with National Assembly of Québec President, Hon. Michel Bissonnet

room of the Phnom Penh airport. During the press conference, which was televised locally the same day, His Excellency expressed his sincere appreciation to the CCLSP for organizing a very successful visit. "The delegation was warmly welcomed by the

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Parliamentary Centre and the visit was very well organized”, said H.E. Mr. Cheam Yeap. “We met with the President of the House of Commons, the Honourable Peter Milliken, and shared experiences with the Chairs of Commissions, resulting in many questions and thoughts on the roles and responsibilities of the Canadian Parliament.” His Excellency mentioned that he was “particularly touched by the special attention paid to the delegation by the National Assembly of Québec”, and was “delighted to see the Cambodian flag flying alongside Québec’s provincial flag at the top of the main building of the Québec National Assembly.” The flags remained flying together throughout the duration of the delegation’s visit to Québec. H.E. Mr. Cheam Yeap mentioned that the “visit brought about excellent results, and many lessons were learned from Canada that could be applied to the development of Cambodia’s [Parliament], within a Cambodian context.”

Penal Code Workshop in Phnom Penh (May 2005)

On May 21, 2005, Professor William Neilson, the CCLSP Legislative Stream Team Leader, and Dr. Khim Y, a Cambodian legal expert, delivered a one-day workshop to the ten members of the Advanced Legislation Group, comprised of legal staff in the Secretariats to the National Assembly and the Senate of the Kingdom of Cambodia. The general objective of the one-day Workshop



Participants of the Penal Code Workshop

was to improve the participants understanding of how different legal systems approach the reform and codification of criminal law. During the Workshop, nine specific criminal law reform issues were reviewed by Professor Neilson, followed by a contextual introduction on the history of criminal law in Cambodia and the impending introduction of the new Penal Code by Dr. Khim Y. Professor Neilson also presented on Canada’s experiences. The recent amendments to the Criminal Code and related legislation in Canada provided some comparative perspective to the issues of particular concern to Cambodian law reformers. As a result of this Workshop, the participants gained an informed appreciation of the approaches taken and challenges faced by the drafters of modern Penal Codes, as well as greater insight into the development of Penal Codes in hybrid legal systems like Cambodia and Canada.

Legislative Assignments for Legal and Research Staff (Ongoing)

Since the inception of the Project, the CCLSP has undertaken ongoing training with parliamentary staff from various legislative and research departments of the Senate and National Assembly of the Kingdom of Cambodia. The legislative assignments have been led by a Cambodian legal expert, Dr. Khim Y, in collaboration with the CCLSP Legislative Stream Team Leader, Professor William Neilson. In the first two and a half years of Project implementation, there had been considerable progress in the legal and research skills of staff and expectations were exceeded in terms of how the legal and research staff grasped the concepts being taught. Therefore, in the third year of Project implementation, and after a number of assignments had been successfully completed, 10 of the top graduates from a core group of 20 were invited to join an “Advanced Group” and undertook a new set of legislative assignments that allowed them to further develop their legislative research and analytical skills. Since March 2005, the Advanced Group has completed work in its first legislative assignment on the Commercial Enterprise Law and are currently in the process of completing their second assignment on the Penal Code. In conjunction to the creation of an Advanced Group, a “Basic Group” of 20 new participants from legislative and research departments of the Senate and National Assembly was created, which follows the same legislative assignment methodology and structure of those conducted over the first two and a half years of the Project. The Basic Group completed their first legislative assignment on the Traffic Law at the beginning of 2005, and is in the process of working on the Domestic Violence Law as their second assignment. These legislative assignments are ongoing CCLSP activities that assist research and legal staff in developing their research and analytical skills, as well as help them to improve the services that they provide to Commissions and individual parliamentarians.

“As a result of the Penal Code Workshop, the participants gained an informed appreciation of the approaches taken and challenges faced by the drafters of modern Penal Codes, as well as greater insight into the development of Penal Codes in hybrid legal systems like Cambodia and Canada.”

Representative Component

Roundtable on “Competitiveness: Which Model should Cambodia Follow?” (March 2005)

On March 2, 2005, the Economic Institute of Cambodia (EIC) with the support of the CCLSP, organized a Roundtable on



Participants of the Competitiveness Roundtable

“Competitiveness: Which Model should Cambodia Follow?” in Phnom Penh. The main objective of the Roundtable was to present to the Members of the National Assembly and Senators theories on “competitiveness”, and to inform them of Cambodia’s current economic situation. Comprehensive presentations on these topics were conducted by EIC’s researchers, Mr. Chan Vuthy and Mr. Chea Samnang. Following the presentations, a discussion was facilitated by Mr. Sok Hach, Director of EIC, which allowed parliamentarians to share their ideas and exchange experiences in order to find ways in which Cambodia can improve its competitiveness situation in the international market. The benefit of the Roundtable was that it provided parliamentarians with knowledge and insights that would enable them to better influence Cambodian economic policy.

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Preparation for Upcoming Consultation Activities

Through initial activities in the first three years, the CCLSP saw specific results in the enhancement of the representative role of parliamentarians. Due to the success of previous activities, parliamentarians confirmed their further interest in strengthening consultation practices both individually and within Commissions. In the CCLSP commissioned Baseline Review of the Cambodian Parliament (conducted in February 2005), it was indicated that in order to help develop consultation practices in the Cambodian Parliament, a more sustainable and structured program of field trips should be organized for a joint group of parliamentarians from the National Assembly and Senate. The visits must be organized in a region where provincial district officials and Commune Council members could meet with the parliamentarians and report on the general situation of their communities. Specifically, the opinions of local stakeholders on a specific issue must be sought after, with the main aim of developing the skills of parliamentarians in building constituency relations in order to get the desired information they need to make informed policy decisions. To meet this objective, the CCLSP solicited the services of a local consultant, Mr. Ok Serei Sopheak, who met with Members of the National Assembly and Senators from all three parties in order to solicit information on areas of interest and methodological approaches. All parties agreed to participate in such consultations and field visits were arranged for September (in Kompong Cham Province) and October (in Prey Veng Province) 2005. The end result of these types of consultation activities will be the development of a framework for consultation guidelines that will take into account the Cambodian context and will help improve the consultation process in the Cambodian Parliament.

Secretariat Component

Workshop on “Improving Efficiency of Provincial Constituency Office Services” (May 2005)

On May 30 and 31, 2005, the CCLSP, in collaboration with the National Assembly, UNDP, KAF and CIM, organized a Workshop in Phnom Penh on “Improving the Efficiency of Constituency Office Services”. Participants included provincial staff, governors and vice-governors and presidents and vice-presidents of the tribunal. Active discussions took place between the presenters and participants which centered around the topic of how the National Assembly and the provincial offices can effectively work together in order to best meet the needs of Cambodia’s citizens. Issues such as resource constraints and the importance of regular communication between the provincial offices and the Secretariat of the National Assembly were highlighted. Many recommendations were made by the presenters and the participants, and all agreed that follow-up

activities would be beneficial in improving the capacities of the provincial offices.

The CCLSP contributed substantively to the positive results of this workshop. The Team Leader for the Secretariat Component, Mr. Jacques Sabourin, made two key presentations followed by open question and answer periods aimed at gathering key information and providing examples of practical ways to improve the management of the provincial offices. Mr. Sabourin also led a focus group discussion on enlarging the impact of the work of provincial staff in their local areas. The CCLSP Project Field Manager, Mr. Bunleng Men, reviewed the main points of CCLSP accomplishments to date as they relate to the Provincial Offices' roles and responsibilities; he further committed to provide future assistance, specifically focusing on improving the communication function of and the overall services in these offices.



Provincial Constituency Office Services Workshop

THE CAMBODIA-CANADA LEGISLATIVE SUPPORT PROJECT (CCLSP) – BACKGROUND

The CCLSP is based on a Memorandum of Understanding between the Governments of Cambodia and Canada. The Parliamentary Centre manages the project and works with local counterparts in order to promote sustainability and local ownership.

Project Objective

The main objective of the CCLSP is to contribute to good governance and democratic development in Cambodia through capacity development of the National Assembly and the Senate.

The project has three components:

1. Enhanced capacity of the National Assembly, the Senate

and their Commissions to draft and review legislation;

2. Increased responsiveness of Members of Parliament to constituents;

3. Improved capacity of the Secretariats to support the National Assembly and Senate.

In the areas of legislation, representation and services of the Secretariats, and taking into account the principles of gender equality, the project aims to achieve the following sub-outcomes:

Legislation

- ◆ Improved management of the legislative agenda;
- ◆ Improved legislative drafting;
- ◆ Professional analysis provided by Commissions of Parliament; and

- ◆ Incorporation of gender analysis in legislation.

Representation

- ◆ Improved public policy consultation by Commissions;
- ◆ Improved record keeping by Commissions of Parliament.

Secretariats

- ◆ Politically neutral services to all parties, through secretariats;
- ◆ Improved communication with the public about Parliament business;
- ◆ Improved legislative research support to Commissions;
- ◆ Improved management and administration; and
- ◆ Improved recruitment and use of female staff.

“ Many recommendations were made by the presenters and the participants during the Provincial Constituency Office Services Workshop, and all agreed that follow-up activities would be beneficial in improving the capacities of the provincial offices. ”

CCLSP Resources

The Cambodia-Canada Legislative Support Project has developed a number of tools and information documents throughout the course of the Project. Some examples include the following:

- ◆ Handbook on Rule of Laws Norms Guidelines for Cambodian Legislators
- ◆ Handbook on Key Steps of Gender Analysis of Legislation for Cambodian Legislators
- ◆ Handbook on Ten Measures of Success for Being an Effective Member of Parliament
- ◆ Handbook on Roles and Responsibilities of Members of Parliament and How to be an Effective Member of Parliament
- ◆ Handbook for Parliamentarians on Policies to Reduce Poverty
- ◆ Handbook on Roles and Responsibilities of a Modern Human Resources Department

All these documents are available at the CCLSP Field Office Library in Phnom Penh, as well as at the Parliamentary Centre in Ottawa, Canada.

CCLSP Summary of Activities in First Three Years of Project Implementation (November 2001 – July 2005)

Legislative Component

- ◆ Legislative Analysis Workshop with Parliamentarians on Rule of Law Norm and Gender Analysis Guidelines, March 2002, May 2002, September 2002 & January 2003
- ◆ Seminar on the National Budget Process, December 2002
- ◆ Legislative Assignment #1: Fair Advertising Law, May - June 2003
- ◆ Legislative Assignment #2: Victims of Crime Mock Law, October - December 2003
- ◆ Workshop on Domestic Violence Legislation, January 2004
- ◆ Legislative Assignment #3: Domestic Violence Legislation, January – April 2004
- ◆ Study Visit for Legislative Research Staff to Thailand on Comparative Lawmaking Systems, February 2004
- ◆ Study Visit for Legislative Research Staff to the Philippines on Comparative Lawmaking Systems, March 2004
- ◆ Legislative Assignment #4: Comparative Analysis of Selected Asian Anti-Corruption Legislation, June - July 2004
- ◆ Workshop on Asian Anti-Corruption Legislation, July 2004
- ◆ Roundtable with Women Parliamentarians on “Women’s Leadership in Parliament”, August 2004
- ◆ Roundtable on WTO with National Assembly Commerce Commission, August 2004
- ◆ Meeting with MP’s on the “Roles and Responsibilities of MPs”, September 2004
- ◆ Roundtable on “The Cambodian Economy and National Budget 2005”, December 2004
- ◆ Legislative Assignment #1 – Advanced Group: Commercial Enterprise Law, November 2004 – February 2005
- ◆ Legislative Assignment #1 – Basic Group: Traffic Law, December 2004 – February 2005
- ◆ Legislative Assignment #2 – Advanced Group: Penal Code, April – August 2005
- ◆ Legislative Assignment #2 – Basic Group: Domestic Violence Law, April – August 2005
- ◆ Penal Code Workshop with Advanced Group, May 2005
- ◆ Study Visit for Parliamentarians to Canada on Legislative Management, June 2005



President’s Forum (June 2002)

Representative Component

- ◆ Poverty Reduction Strategy Paper (PRSP) Workshop, October 2002
- ◆ Field Consultation and Roundtable on the Cambodian-Thai Border Crisis, March 2003
- ◆ Workshop on Role and Responsibilities of Provincial Staff of the National Assembly, May 2003
- ◆ Field Consultation and Roundtable on the Impact of SARS on the Cambodian economy, June 2003
- ◆ Field Consultation on New Rural Development Zones in the Northwest Region of Cambodia, November 2003
- ◆ Field Consultation on Costs and Benefits of Establishing Export Processing Zones in Cambodia, February 2004
- ◆ Information Session for Newly Elected MPs, July 2004
- ◆ Field Consultation on the Impact of Tourism Development on the Environment in Cambodia, August 2004

- ◆ Symposium on "Governance and Accountability: Sharing Experiences on Parliamentary Oversight and Poverty Monitoring in Asia and Africa", October 2004
- ◆ Workshop for Civil Society on Citizen Engagement in Poverty Monitoring, October 2004
- ◆ Roundtable on Public Consultation Strategies, November 2004
- ◆ Field Consultation on Rice Assessment and the Impacts of Drought on Cambodian Farmers, December 2004
- ◆ Field Consultation on the Impacts of Fishery Exploitation, January 2005
- ◆ Roundtable on "Competitiveness: Which Model should Cambodia follow?", March 2005



Human Resources Workshop (December 2003)

Secretariats Component

- ◆ Strategic Planning Workshop, November 2001
- ◆ Strategic Planning meetings and ongoing mentoring, March 2002 – March 2003
- ◆ Workshops on Job Description Writing, November 2002
- ◆ Administrative Skills Training, April and August 2003
- ◆ Basic Management Training, June 2003
- ◆ Workshop on Operational Planning, July 2003
- ◆ Report Writing Skills Training, September 2003
- ◆ Monitoring of Operational Planning, October - November 2003
- ◆ Workshop on How to Manage Staff Effectively and the Roles and Responsibilities of a Modern HR Department, December 2003
- ◆ Human Resources Policies Development Workshop, December 2003
- ◆ Working Sessions to develop Human Resources Policies on Staffing, Job Descriptions, Training (2003 – 2004)
- ◆ Study Visit to Canada on Parliamentary Management and Administration, May 2004
- ◆ Workshop on Report Writing, July 2004
- ◆ Writing Skills Training, July – August 2004
- ◆ Computer Training for Financial Accounting Staff, July - September 2004
- ◆ Writing Skills Training II, August - September 2004
- ◆ Gender Awareness Training for Senior Managers, September 2004
- ◆ Financial Management Training for Senior Managers of the Secretariats, October 2004
- ◆ Study Visit to Canada for the Secretary General of the Senate and Deputy Secretary General of the National Assembly, November 2004
- ◆ Training on Conflict Resolution in the Workplace, December 2004
- ◆ Training on Administrative Writing/Correspondence, January 2005
- ◆ Research Methodology and Economics Training for Commission Staff, November 2004 - January 2005
- ◆ Field Visit for Commission Staff to Rattanakiri - "Potentiality of Rural Development in Cambodia", February 2005
- ◆ Workshop on "Improving Efficiency of Provincial Constituency Office Services", May 2005
- ◆ Follow up mentoring and coaching of managers in Job Description Writing, Strategic Planning, Operational Planning, and Human Resources Policy Development, May 2005

How to Reach Us!

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Forthcoming CCLSP Activities

Legislative Component

- ◆ Roundtables/Seminars for parliamentary commissions on various legislative review issues
- ◆ Roundtables/training to strengthen capacity of women parliamentarians including a Regional Study Visit
- ◆ Regional Study Visit for NA & Senate Commission Chairs on legislative and consultation processes
- ◆ Workshop on Oversight of the Budget in conjunction with the annual Budget Process Seminar
- ◆ Roundtables/Seminars on parliamentary oversight of subordinate legislative instruments
- ◆ Seminar on the comparative analysis of Legislative Agenda development
- ◆ Ongoing legal staff training through legislative assignments
- ◆ Study Visit to ASEAN Region for legal and research staff on comparative research techniques

Representative Component

- ◆ Networking/Exchanges with regional and/or international parliamentarians on priority parliamentary issues
- ◆ Consultation-based activities with Commissions and in collaboration with civil society and national and provincial staff

Secretariats Component

- ◆ Continue general staff training in administrative and management skills, report writing, research skills, etc
- ◆ Continued development of Human Resources policies and guidelines
- ◆ Performance management and reporting training with senior managers of Secretariats
- ◆ Training to NA and Senate Commission staff on research in social and economic development
- ◆ Training to NA Provincial staff on research/data collection techniques and policy issues
- ◆ Training to develop public communications plans, tools, guidelines and strategies

Other Activities

- ◆ Presidents' Forum on "Good Governance"

We hope you enjoyed this Issue. We welcome your questions, comments and suggestions! Please email them to Louise McCoy at mccoyl@parl.gc.ca.

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