



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

**Government of Cambodia**

**No: 190 អនក្រឹត្យ-ប័ណ្ណ**

## **Sub-Decree**

**On  
the Organization and Functioning  
of the General Secretariat of the National Committee for Early Childhood Care and  
Development (NC-ECCD)**

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### **The Royal Government of Cambodia**

- Having seen the Constitution of the Kingdom of Cambodia;
- Having seen Royal Decree No. NS/RKT/0908/1055 dated Sep 25, 2008 on the Appointment of the Royal Government of the Kingdom of Cambodia;
- Having seen Royal Kram No. 02/NS/94 dated July 20, 1994 promulgating the Law on the Organization and Functioning of the Council of Ministers;
- Having seen Royal Kram No. NS/RKM/0196/01 dated Jan 24, 1996 promulgating the Law on the Establishment of the Ministry of Education, Youth and Sport;
- Having seen Royal Kram No. NS/RKM/1207/032 dated Dec 08, 2007 promulgating the Law on Education;
- Having seen Royal Decree No. NS/RKT/0412/317 dated April 04, 2013 on the Organization and Functioning of the National Committee for Early Childhood Care and Development;

**Hereby Decides:**

**Chapter 1  
General Provision**

**Article 1:**

This Sub-Decree stipulates the organization and functioning of the General Secretariat of the National Committee for Early Childhood Care and Development or in short NC-ECCD.

**Chapter 2  
Roles and Responsibilities**

**Article 2:**

NC-ECCD General Secretariat has the following roles and responsibilities:

- Undertake administrative and technical management to ensure sustainable functioning of NC-ECCD;
- Disseminate regulations approved by NC-ECCD to all relevant ministries, agencies and development partners;
- Undertake financial management for NC-ECCD;
- Monitor, evaluate and promote the implementation of the National Policy on Early Childhood Care and Development;
- Propose review and revision of the National Policy and National Action Plan on Early Childhood Care and Development to NC-ECCD;
- Cooperate with sectoral Early Childhood Technical Coordination Committees;
- Report to NC-ECCD;
- Perform other tasks as assigned by NC-ECCD.

**Chapter 3  
Structure and Management**

**Article 3:**

NC-ECCD General Secretariat has the following structure:

- Policy Section
- Administration and Finance Section
- Monitoring and Evaluation Section

Each section is headed by a Director with equivalent rank as Department Director and a number of Deputy Directors as required.

The organigram of NC-ECCD General Secretariat is attached as an annex of the Sub-Decree.

**Article 4:**

Policy Section has the following roles and responsibilities:

- Propose review and revision of the National Policy and National Action Plan on Early Childhood Care and Development to NC-ECCD;
- Coordinate with sectoral Early Childhood Technical Coordination Committees to develop capacity of stakeholders;
- Cooperate with national and international communities to ensure effective undertaking of NC-ECCD;
- Conduct research on early childhood care and development to compile documents as resources for researchers;
- Cooperate with ministries, agencies and development partners to expand early childhood care and development;
- Cooperate with sectoral Early Childhood Technical Coordination Committees to ensure undertaking of roles and responsibilities as stated in the National Policy on Early Childhood Care and Development;
- Take charge of implementing other tasks as assigned by NC-ECCD General Secretariat.

**Article 5:**

Administration and Finance Section has the following roles and responsibilities:

- Disseminate regulations approved by NC-ECCD to all relevant ministries, agencies and development partners;
- Take stock of work related to early childhood care and development and submit to NC-ECCD to review and make decision;
- Perform administrative work and ensure sustainability of the administration of the General Secretariat;
- Manage civil servants and staff members of NC-ECCD General Secretariat;
- Organize and facilitate NC-ECCD's meetings;
- Report to NC-ECCD General Secretariat;
- Manage income and expenditure and propose annual budget plan of NC-ECCD;
- Prepare and manage inventories of movable and immovable assets of the General Secretariat;
- Develop short-term, medium-term and long-term action plans for the General Secretariat;

- Coordinate with relevant ministries, agencies and development partners to prepare reports and provide recommendations to NC-ECCD to review and make decision;
- Take charge of implementing other tasks as assigned by NC-ECCD General Secretariat.

**Article 6:**

Monitoring and Evaluation Section has the following roles and responsibilities:

- Cooperate with sectoral Early Childhood Technical Coordination Committees to monitor and evaluate the implementation of the National Policy on Early Childhood Care and Development;
- Conduct research and identify indicators and targets for monitoring and evaluation;
- Cooperate with ministries, agencies and development partners to improve monitoring and evaluation mechanisms;
- Collect data and analyze the outcomes of the implementation of all early childhood care and development programs to submit to NC-ECCD for review;
- Disseminate the monitoring and evaluation results to ministries, agencies and development partners;
- Take charge of implementing other tasks as assigned by NC-ECCD General Secretariat.

**Article 7:**

NC-ECCD General Secretariat is staffed with officials from Ministry of Education, Youth and Sport and civil servants with other civil service status. If necessary, NC-ECCD General Secretariat may engage experts and contract staff to help carry out its work.

**Article 8:**

Roles and responsibilities of officials and staff members of the General Secretariat shall be determined by a Decision of NC-ECCD General Secretariat.

Working formalities and procedures of NC-ECCD General Secretariat shall be determined by an internal regulation of the General Secretariat.

**Chapter 4**  
**Final Provision**

**Article 9:**

Any provisions contradicting this Royal Decree are nullified.

**Article 10:**

Minister in charge of the Office of the Council of Ministers, Minister of Economy and Finance, Minister of Education, Youth and Sport, Minister of Interior, Minister of Health, Minister of Women's Affairs, Minister of Information, Minister of Social Affairs, Veteran and Youth Rehabilitation, Minister of Rural Development, Minister of Planning, Minister of Agriculture, Forestry and Fishery, Minister of Environment, General Secretary of the General Secretariat of the National Committee for Early Childhood Care and Development, Ministers and Secretary of State of all relevant ministries and agencies are charged to implement this Sub-decree from the date of the signature.

Phnom Penh, April 18, 2013

Prime Minister

Samdech Aka Moha Sena Padei Techon **Hun Sen**

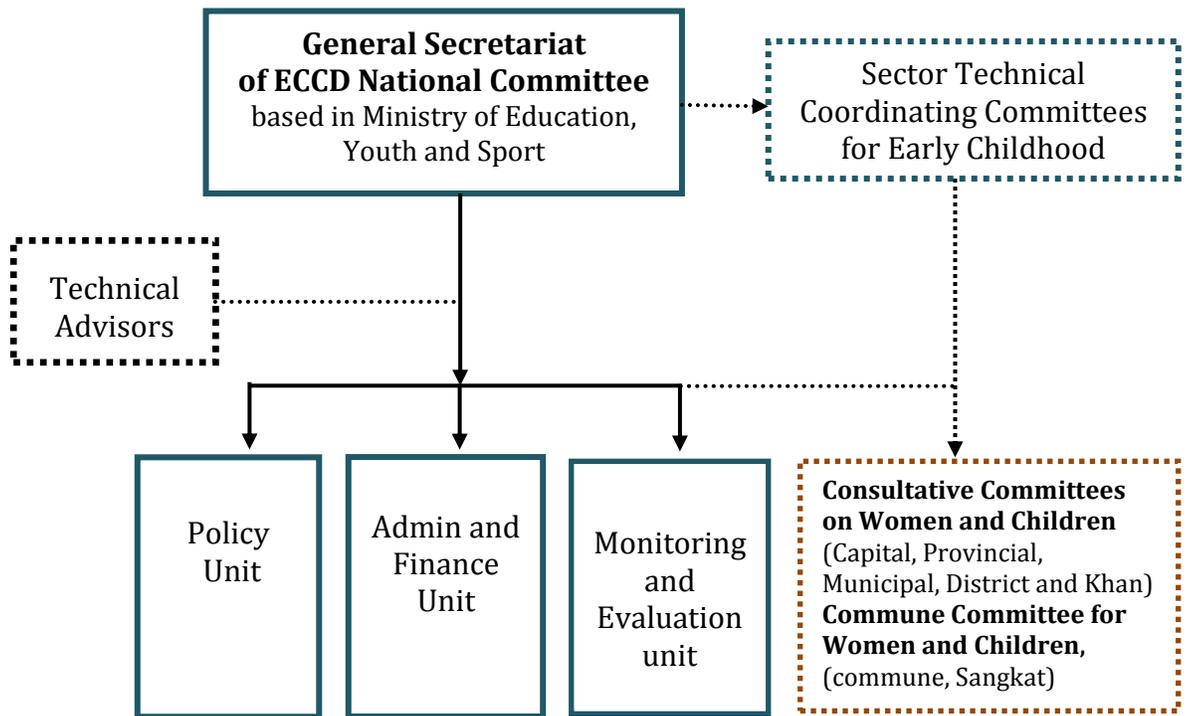
Receiving Places:

- Ministry of Royal Palace
- General Secretariat of the Constitution Council
- General Secretariat of the Senate
- General Secretariat of the National Assembly
- General Secretariat of the Royal Government
- Cabinet Office of Samdech Prime Minister
- Cabinet Offices of Deputy Prime Ministers
- As in Article 10
- Royal Gazette
- Archival/Documentation

Annex to the Sub-decree No. 190 **អនក្រឹត្យ.បក** dated 18 April 2013

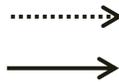
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**The Organization and Functioning**  
**of the General Secretariat of the National Committee for Early Childhood Care and**  
**Development (NC-ECCD)**

**Organigram of NC-ECCD General Secretariat**



**Notes:**

Indirect Relationship  
 Direct Relationship



National Committee on Early Childhood Care and Development (**គ.ជ.ត.ក**)