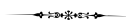


KINGDOM OF CAMBODIA

Nation Religion King



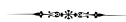
Non-bank Financial Services Authority  
No. 009 F.S.A.P.K.

**PRAKAS**

**On**

**THE CONDUCT OF DEPARTMENTS**

**UNDER INTERNAL AUDIT UNIT OF NON-BANK FINANCIAL SERVICES AUTHORITY**



Deputy Prime Minister

Minister of Economy and Finance

and the Chairman of the Non-Bank Financial Services Authority

- Having seen the Constitution of the Kingdom of Cambodia;
- Having seen the Royal Degree No. NS/RKT/0918/925 on 06 September 2018 on the Appointment of the Royal Government of the Kingdom of Cambodia;
- Having seen the Royal Degree No. NS/RKT/0230/421 on 30 March 2020 on the Appointment and Modification to the Components of the Royal Government of the Kingdom of Cambodia;
- Having seen the Royal Kram No. NS/RKM/0618/012 on 28 June 2018 Promulgating the Law on the Organization and Functioning of the Council of Ministers;
- Having seen the Royal Kram No. NS/RKM/0196/18 on 24 January 1996 Promulgating the Law on the Establishment of the Ministry of Economy and Finance;
- Having seen the Royal Kram No. NS/RKM/0300/10 on 3 March 2000 Promulgating the Law on Audit of the Kingdom of Cambodia;
- Having seen the Royal Kram No. NS/RKM/0121/300 on 16 January 2021 Promulgating the Law on the Organization and Functioning of Non-Bank Financial Services Authority;
- Having seen the Sub-Degree No. 40 SD.PK on 15 February 2005 on Organization and Functioning of Internal Audit in Institutions, Ministries and Public Enterprises;
- In Provision of Board Meeting of Non-Bank Financial Services Authority on 7 September 2021.

**HEREBY DECIDE**  
**CHAPTER I**  
**GENERAL PROVISION**

**Article 1.-**

This Prakas's objectives are to prescribe the structure, roles and duties of the departments under Internal Audit Unit to assure the efficiency and effectiveness in its operations as prescribed by sub-decree on the Conduct of Non-Bank Financial Services Authority (**FSA**).

**Article 2.-**

This Prakas is applicable for all departments and units under the Internal Audit Unit of **FSA**.

**CHAPTER II**  
**STRUCTURE**

**Article 3.-**

Internal Audit Unit shall be composed of three departments as follows:

- General Affairs Department;
- Audit Department 1;
- Audit Department 2.

Each department shall have certain number of divisions as prescribed in Chapter 3, Chapter 4, and Chapter 5 of this Prakas.

Each division shall be led by a head and certain number of deputy heads as necessary.

The organizational chart of the Internal Audit Unit shall be attached with this Prakas.

**CHAPTER 3**  
**GENERAL AFFAIRS DEPARTMENT**

**Article 4.-**

The General Affairs Department shall execute the following roles and duties as prescribed in the sub-decree on the Conduct of Non-Bank Financial Services Authority.

**Article 5.-**

The General Affairs Department shall be composed of three divisions as follows:

- Administrative and Finance Division;
- Planning and Training Division;
- Information Technology Management Division

#### **Article 6-**

Administrative and Finance Division shall execute the following roles and duties:

- to manage and facilitate administrative affairs to the staff of Internal Audit Unit;
- to propose and execute the procurement;
- to be in charge of the protocol works.
- to be in charge of national and international cooperation;
- to manage the assets of IAU and prepare the inventory list;
- to be in charge of accounting and financial affairs;
- to propose and execute budget for IAU;
- to execute and monitor the procurement procedure;
- to prepare relevant documents to process the payment and settlement;
- to execute other duties advised by the director of department.

#### **Article 7.-**

Planning and Training Division shall execute the following roles and duties:

- to be in charge of the combination of the action plan from related departments to form the action plan for IAU;
- to be in charge of the combination of the review report from related auditors to form the review report for IAU;
- to be in charge of the combination of the audit report from related auditors to form the audit report for IAU;
- to be in charge of the combination of the audit recommendation report from related auditors to form the audit recommendation report for IAU;
- to be in charge of the combination of the monthly, quarterly, semi-annual, 9-month and annual meeting reports
- to be in charge of the combination of all the adoption of the guidelines, procedure, checklists and standards for review, audit and audit recommendation work;
- to develop and execute the training program and capacity building for IAU official;
- to develop and execute the training program and raise awareness of audit functions to officials of all units under **FSA**;
- to conduct research on the evolution of standards related to audit work both national and international context;
- to execute other duties advised by the director of department.

#### **Article 8.-**

Information Technology Management Division shall execute the following roles and duties:

- to develop and request for approval for the adaptation of information technology development strategic planning for Internal Audit Unit;
- to develop and request for approval for the information technology system for management and dissemination;
- to monitor and maintain information technology system and equipment and to provide technical supports to the officials of IAU;
- to cooperate with relevant institutions and partners to develop information technology and digitalization;
- to execute other duties advised by the director of department.

### **CHAPTER IV AUDIT DEPARTMENT 1**

#### **Article 9.-**

Audit Department 1 shall execute the roles and duties for monitoring and controlling Social Security Regulator, Accounting and Auditing Regulator, Real Estate Business and Pawnshop Regulator, and Insurance Regulator of Cambodia, in accordance with the roles and duties prescribed in the sub-decree on the Conduct of Non-Bank Financial Services Authority.

#### **Article 10.-**

Audit Department 1 shall be composed of two divisions:

- Audit Division 1
- Audit Division 2.

#### **Article 11.-**

Audit Division 1 shall execute the roles and duties for monitoring and controlling Social Security Regulator, and Accounting and Auditing Regulator as follows:

- to review the accuracy, appropriateness, adequacy of compliance, human resource, performance, assets, information technology system, finance, code of conduct, internal rules and statutes;
- to review the functions, action plans, activities and operation of units under **FSA**;
- to prepare the audit review reports;
- to safeguard the evidences and audit review reports;
- to conduct audit and prepare audit reports on the accuracy, appropriateness, adequacy of compliance, performance, finance, human resource, assets, information technology system, code of conduct, internal rules and statutes;

- to follow up and prepare the report of the implementation of the previous auditor's recommendations;
- to safeguard the evidences and audit reports;
- to conduct the research and develop the excellence related to compliance, performance, human resources, assets, information technology system and finance management;
- to research and develop the code of ethics of Internal Audit Unit;
- to execute other duties advised by the director of department.

**Article 12.-**

Audit Division 2 shall execute the roles and duties for monitoring and controlling Real Estate Business and Pawnshop Regulator, and Insurance Regulator of Cambodia as follows:

- to review the accuracy, appropriateness, adequacy of compliance, human resource performance, assets, information technology system and finance, code of conduct, internal rules and statutes;
- to review functions, action plans, activities and operation of units under FSA;
- to prepare the audit review reports;
- to safeguard the evidences and audit review reports;
- to conduct audit and prepare audit reports on the accuracy, appropriateness, adequacy of compliance, performance, finance, human resource, assets, information technology system, code of conduct, internal rules and statutes;
- to follow up and prepare the report of the implementation of the previous auditor's recommendations;
- to safeguard the evidences and audit reports;
- to conduct the research and develop the excellence related to compliance, performance, human resources, assets, information technology system and finance management;
- to research and develop the code of ethics of Internal Audit Unit;
- to execute other duties advised by the director of department.

**CHAPTER V**

**AUDIT DEPARTMENT 2**

**Article 13.-**

Audit Department 2 shall execute the roles and duties for monitoring and controlling Securities Regulator of Cambodia, Trust Regulator and General Secretariat of FSA, in accordance with the roles and duties prescribed in the sub-decree on the Conduct of Non-Bank Financial Services Authority.

**Article 14.-**

Audit Department 2 shall be composed of two divisions:

- Audit Division 3

- Audit Division 4.

#### **Article 15.-**

Audit Division 3 is the executive body of the Audit Department 2 and shall execute the roles and duties for monitoring and controlling Trust Regulator and General Secretariat of **FSA** as follows:

- to review the accuracy, appropriateness, adequacy of compliance, human resource performance, assets, information technology system and finance, code of conduct, internal rules and statutes;
- to review functions, action plans, activities and operation of units under FSA;
- to prepare the audit review reports;
- to safeguard the evidences and audit review reports;
- to conduct audit and prepare audit reports on the accuracy, appropriateness, adequacy of compliance, performance, finance, human resource, assets, information technology system, code of conduct, internal rules and statutes;
- to follow up and prepare the report of the implementation of the previous auditor's recommendations;
- to safeguard the evidences and audit reports;
- to conduct the research and develop the excellence related to compliance, performance, human resources, assets, information technology system and finance management;
- to research and develop the code of ethics of Internal Audit Unit;
- to execute other duties advised by the director of department.

#### **Article 16.-**

Audit Division 4 is the executive body of the Audit Department 2 and shall shall execute the roles and duties for monitoring and controlling Securities Regulator of Cambodia as follows:

- to review the accuracy, appropriateness, adequacy of compliance, human resource performance, assets, information technology system and finance, code of conduct, internal rules and statutes;
- to review functions, action plans, activities and operation of units under **FSA**;
- to prepare the audit review reports;
- to safeguard the evidences and audit review reports;
- to conduct audit and prepare audit reports on the accuracy, appropriateness, adequacy of compliance, performance, finance, human resource, assets, information technology system, code of conduct, internal rules and statutes;
- to follow up and prepare the report of the implementation of the previous auditor's recommendations;
- to safeguard the evidences and audit reports;
- to conduct the research and develop the excellence related to compliance, performance, human resources, assets, information technology system and finance management;
- to research and develop the code of ethics of Internal Audit Unit;

- to execute other duties advised by the director of department.

## CHAPTER VI FINAL PROVISION

### Article 17.-

Any regulations contrary to this Prakas are hereby abrogated.

### Article 18.-

Secretary General of the General Secretariat of FSA, Director General of Regulators, Chief of Internal Audit Unit, Deputy Chief of Internal Audit Unit, Director of Departments and Units under Internal Audit Unit shall comply with the Prakas from the date of signing.

Phnom Penh, 01<sup>st</sup> October 2021

Deputy Prime Minister

Minister of Economy and Finance

and the Chairman of the Board of Non-Bank

Financial Services Authority

*(Signature and Stamp)*

**Akak Bandith Saphear Char AUN PORNMONIROTH**

#### Receiving Places:

- General Secretariat of Senate
- General Secretariat of the National Assembly
- Office of the Council of Ministers
- National Bank of Cambodia
- Cabinet of **Samdach Akak Moha Sena Padel**  
**Techo HUN SEN**, Prime Minister of Cambodia
- Ministry of Commerce
- Ministry of Justice
- Ministry of Civil Service
- Cabinets of His / Her Excellencies Deputy Prime Ministers
- Deputy Chairman and Council Members of Non-Bank  
Financial Services Authority "For Information"
- As Stipulated in Article 18 "For Implementation"
- Royal Gazette
- Archives-Records.

**Annex**  
**Of the Prakas No. 009 FSA/PK Dated 1<sup>st</sup> October 2021**  
**Organizational structures of Internal Audit Unit of FSA**

