KPMG

Technical Update

February 2025

New Mandatory Qualification Requirements for HR and Administration Personnel in Cambodia

Prakas dated 259/24 dated 2 December 2024 on the Qualification of Persons in Charge of Administration and Human Resource of Enterprise/Establishments

On 2 December 2024, the Ministry of Labour and Vocational Training (MLVT) introduced Prakas 259/24 to strengthen compliance with employment and labour laws. The Prakas set mandatory qualification requirements for individuals handling administration and HR roles in Cambodian enterprises.

To be eligible for administration or HR positions, an individual must hold a professional certificate in administration and HR or labour law diploma issued by the National Institute of Labour ("NIL") under the MLVT. Furthermore, they are obligated to participate in training sessions organized by the NIL every three years.

Prakas 259/24 mandates that companies in the garment, textiles, footwear, travel goods, and bags sectors send unqualified administration and HR personnel to the NIL for training in administration, HR, and labour law no later than 2 June 2025. Employers are required to cover the training costs while ensuring the employee's salary, seniority, and benefits are maintained during this period.

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