



ASEAN CSR Vision 2020 Small Grants Fund

Final Project Report

This report is to be completed by the Implementer **within 1 month of the end of the effective date of the implementation of the project**. All Sections should be completed, and this form should be returned to the Project Coordinator in both soft and hard copies.

The final 20% disbursement cannot be made until the Final Project Report has been submitted and received by the Project Coordinator.

This Report must be accompanied by a Financial Report which shall be prepared in accordance with the submitted Budget and includes all original receipts/financial records.

A. Implementing Agency <i>Please spell out in full as the name has been registered and where relevant, only include acronyms after that</i>	<i>Cooperation Committee for Cambodia (CCC)</i>
B. Full Address / Country	<i>#9-11, Street 476, Toul Tompoung 1, Chamkamorn, P.O. Box 885, Phnom Penh, Cambodia</i>
C. Contact Person & Details <i>Insert full name, designation and contact details here (include phone number & email). It is also recommended to provide an alternative contact point.</i>	<i>Mr. Soeung Typo, Social Business Development Manager, CCC +855 (0)12 988 802 typo.soeung@ccc-cambodia.org</i>
D. Authorised representative/signatory	<i>Dr. El Sotheary, Head of Program and acting Officer in Charge. On behalf of: Mr. Soeung Saroeun Designation: Executive Director, CCC Date: 15 August, 2016</i>

Part 2: Project Summary

A. Project Title	Promoting Business and Human Rights Awareness in Cambodia – Responsible Business Conduct (RBC)		
B. Areas (country, city, town etc.) covered	Phnom Penh and ten provinces including Siem Reap, Kampong Thom, Prey Veng, Kampot, Kampong Som, Ratanakiri, Steung Treng, Mondulhiri, Kratie and Preah Vihear.		
C. Planned Start Date	11 November 2016	Actual Start Date	11 November 2016
Planned Completion Date	30 April 2017	Actual Completion Date	31 July 2017
D. Explain any variance in Start/End dates	CCC has successfully integrated the Business and Human Rights interventions into its new phase Governance Hub Program, and even the CCC's Corporate Strategy on Business and Human Rights was developed, the launching of the this strategy was postponed since there were too many events happened during the period, and there were some delays in the production and translation of the brochure on CSR and Business and Human Rights. Based on this reason, CCC has proposed for a no-cost extension for the project and the proposal has been approved by the ASEAN CSR Network, which allowed the project to be extended until 31 July 2017. The new timeframe will allow CCC to complete the launching event as the remaining activity of the project.		

E. Short Project Summary
<p>Awareness and understanding of CSR, and the linkages with business and human rights, is in its infancy in Cambodia, as it is to varying degrees across the ASEAN region. While a number of Cambodian NGOs and CBOs are engaged in advocacy and campaign work to address the adverse impacts of private sector investment (particularly concerning hydropower, extractives and agribusiness), knowledge of international mechanisms such as the OECD Guidelines for Multinational Enterprises and the UN Guiding Principle on Business and Human Rights is low.</p> <p>Furthermore, multi-stakeholder initiatives (MSI) and platforms are increasingly used in the country to foster responsible business conduct and sustainable development. However, civil society in Cambodia still has limited capacity to participate and be empowered to take advantages from such initiatives or to understand both the opportunities and risks that can accompany MSIs.</p> <p>CCC is the largest membership based organization in Cambodia, has received a grant from ASEAN CSR Network to implement a project entitled Promoting Business and Human Rights Awareness in Cambodia – Responsible Business Conduct (RBC). In the short to medium term, the project will:</p> <ol style="list-style-type: none"> 1. Develop a CCC - CSR / Business and Human Rights brochure 2. Design and deliver training on the OECD Guidelines for MNEs and the UN Guiding Principles on Business and Human Rights. <p>The project is treated as part of a larger CSR program at CCC. The project has achieved many significant results either in terms of awareness raising, capacity development, engagement with private sector, and others. With the support of a CSR Adviser (under the Australian Aid Program), and through this project, CCC is developing its own Responsible Business Conduct and Business and Human Rights Strategy for a six year period (2016-2021). This includes: a CSR activities, training for CCC staff and civil</p>

society, engagement with the private sector, identification of key business and human rights champions and stakeholders, and participation in national, regional and multilateral policy dialogue.

F. Project Purpose (use the exact wording from the approved Project Proposal Form)

To contribute to a shared understanding of the linkages between CSR and business and human rights, and to strengthen the capacity of civil society to engage with the private sector to foster a rights based approach to development, in keeping with international standards (UNGPs / OECD Guidelines). The project will contribute to regional (ASEAN) challenges and understanding.

Was the Purpose achieved? If not, give reasons. Please state your sources of information.

In overall, the project has achieved its stated purposes. Information that will be provided subsequently in the later parts of this report indicate that through the trainings courses, the participants improved their understanding on the CSR, RBC, business and human rights, UN Guiding Principles (UNGP) on Business and Human Rights and OECD guiding principle. Information contained in the pre and post-test could also verify this improvement. Moreover, the CSR/RBC brochure was developed and printed and widely shared to CSOs, student, private sectors and donors through engagement with Cambodia CSR Platform, joined series of meeting, consultation and round table discussion with CCC members, other stakeholders such as CCHR, DCA, NGOF, and Cambodia CSR Platform members, people from ADB and Eurocham Cambodia, Pannasastra University for Cambodia (PUC) and DPA who are working to promote the CSR/RBC, business and human rights in Cambodia.

Did any external factors contribute to the achievement of the Purpose? Please describe.

Building linkage and promoting harmonization with other stakeholders has been seen as the most significant factor which enabled CCC to realize the purposes of the project. For example, this was achieved through the supports from CCC members and other stakeholders such as CCC has collaboration with DPA to organize a training course on CSR/RC and business and human right in Ratanakiri province and OHCHR and Lotus Radio FM 100.5 join as speakers to share the UNGP and business and human rights.

Were there any significant changes made to the project design after the commencement of the project (outputs, activities, budget, duration etc.)? Please describe the changes.

- The proposed timeline for the training course was changed from March back to February 2017 because the CCC CSR advisor finished her assignment with CCC earlier than planned (end of February 2017 rather than August 2017) and CCC has opportunity to collaborate with its member to organize this training courses.
- The project was extended from April to July 2017 because the launching of the CCC Program on Responsible Business Conduct and Business and Human Rights was postponed since there were too many events happened during the period, and there were some delays in the production of the brochure on CSR and Business and Human Rights.

G. Please describe any unplanned consequences from the project.

- Re-arrangement of the internal human resource, especially for the project, was made since the CCC Advisor on CSR has finished her contract earlier than expected. That required another related staff of CCC to jump in completely in the project and this also has affected the prioritization of this staff.
- The private sector has limited knowledge, participation, application and commitment towards the CSR/RBC program/event
- The program on CSR/RBC and business and human rights is the new program for CCC and thus,

it requires more efforts from CCC to implement this program

- There are various demands for capacity development from CCC members and other CSOs related to the topics. Since program is new to CCC, it requires more time and efforts from CCC to mobilize resources and develop materials which are responding to the needs effectively.

Part 3 : Implementation

Were all the Milestones / Indicators of Success met or achieved as planned, with the planned results? If yes, please note the results. If not, please explain.

Add more lines as required

Milestone Number¹	Result <i>Achieved / Not achieved</i>
Draft content of the CSR/RBC brochure completed.	The content of CSR/RBC brochure has been drafted and shared to CCC management team for their comment and advice.
Draft brochure distributed externally.	The drafted CSR/RBC brochure was shared to Cambodia CSR Platform members, OHCHR Cambodia, and Oxfam for comment and advice.
CCC member survey distributed and reviewed.	This assessment has done with the member satisfaction survey and training need assessment.
Brochure content finalized (English version)	The content of the CSR/RBC brochure was finalized
Sign-off by CCC Senior Management Team.	The brochure content was approved by the management team of CCC.
Translation completed /checked.	The Brochure was translated into Khmer language
Print and production completed and checked.	The brochure was printed 1,000 copies in which Khmer 500 copies and English 500 copies.
The launching CCC CSR/RBC strategic plan has done	The CCC CSR/RBC strategic plan launched on 17 July 2017 with 23 participants (14 Female) attended the meeting in which 12 (5 female) of them were the organizers and technical staff from CCC, and another 11 persons (9 female) were from donor agencies and other stakeholders
Brochure has been distributed and posted on CCC website.	The printed brochure was shared to all CCC staff (36 staff) and other organizations such as CCHR, DCA, NGOF, and Cambodia CSR platform members, people from ADB and Eurocham Cambodia, PUC University and student. We have shared 120 copies to Development and Partnership in Action (DPA) organization. This brochure has also been posted on CCC website and Cambodia CSR platform website.
Training course / event conducted.	Conducted one training course on CSR/RBC on 21st February 2017 with 37 participants came from five provinces and PP include CCC staff. please see more inform in the training minute
Training course / event conducted.	Co-conducted one training course with DPA on CSR/RBC for provincial coordination network, commune councillor, provincial hall staff and CCC member on 7-8th February 2017 with 47 participants came from five provinces and PP include CCC staff. please see more information in

¹ List all milestones as stated on the approved Project Proposal Form

	the training minute
Were all the Outputs delivered as planned, with the planned results? If yes, please note the result. If not, please explain. <i>Add more lines as required</i>	
Output Number²	Result <i>Delivered / Not delivered</i>
F.1 A CSR - Business and Human Rights brochure / guide to raise awareness of what CSR is (and is not), with a focus on the nexus between CSR and business and human rights.	The brochure was developed and published 1,000 copies (Khmer and English) and widely shared to all CCC staff (36 staff), CCC members and other organizations such as CCHR, DCA, NGOF, and Cambodia CSR platform members, ADB and Eurocham Cambodia, PUC University and student. We have shared 120 copies to Development and Partnership in Action (DPA) organization. This brochure has also been posted on CCC website and Cambodia CSR Platform website.
F.2 Launch of CCCs emerging program on CSR, and business and human rights, and raised awareness of CCC capacity to deliver training in this field at a local, provincial, national and regional level.	The CCC CSR/RBC program/strategic plan were launched on 17 July 2017 with 23 participants (14 Female) with CCC members, donors and other partners. Most of CCC technical staff has improved their capacity on CSR/RBC and business and human rights, UNGP and OECD guideline through engaged with training course on CSR/RBC and business and human rights and CCC CSR/RBC program launching.
F.3 Trained civil society, both CCC members and non-members, to understand and use international business and human rights mechanisms, guidelines and principles, to strengthen CSR in Cambodia. The Provincial training will be held in provinces with a strong private sector presence.	The two training courses on CSR/RBC and business and human rights, UNGP and OECD guideline conducted for 86 participants (33 Female) they are from CCC staff, CCC members, donors, provincial coordination network, commune councillors, private sectors and provincial hall staff. All of them came from ten provinces including Siem Reap, Kampong Thom, Prey Veng, Kampot, Kampong Som, Ratanakiri, Steung Treng, Mondulhiri, Kratie, Preah Vihear and PP. Based on the pre-post test showed that most of participants increased their knowledge and they committed to apply the knowledge gained from the training course to improve their work and support to community.
F.4 Improved collaboration among civil society and the private sector with the aim of progressing a National Action Plan on Business and Human Rights for Cambodia.	CCC has engaged with Cambodia CSR Platform, which is the place that CSO and private sector can meet regularly to improve the collaboration and to discuss on promoting the CSR/RBC and business and human rights, UNGP and OECD guideline. CCC has engaged with PUC to promote the CSR/RBC and business and human rights, UNGP and OECD guideline to stakeholders and student.
Were all the Activities completed as planned? If not, please explain.	
Planned Activities³	Progress <i>Delivered / On track / Not delivered / Not on track</i>
G.1 Development, layout, and print production of the CCC CSR - Business and Human Rights brochure	The brochure on CSR and Business and Human Rights was drafted and sent to other stakeholders who are working on this area for their comment and feedback such as the Cambodia CSR platform members, UNOHCHR and other CCC stakeholders. Inputs from them were

² List all the Outputs as stated on the approved Project Proposal Form

³ Only list the activities (from the approved Project Proposal Form) which were not delivered as planned

/guide (output F.1).	integrated and reflected in the final version. The brochure contains key topics and is produced in the user-friendly manner in English and published and distributed via consultation with CCC's Senior Management Team. After that the brochure was published 500 copies in English language.
G.2 Translation of the brochure/guide into Khmer (output F.1).	After finalized the brochure in English, CCC has selected the professional translator who had knowledge and experience on CSR/RBC and business and human rights to work on the translation and then sent it to the stakeholder who are working on promoting the CSR/RBC and business and human rights for comment and then the brochure was finalized the published 500 copies in Khmer language.
G.3 Launch of the CCC CSR-Business and Human Rights program at the CCC Bi-Monthly Member meeting (output F.2).	CCC has successfully integrated the Business and Human Rights interventions into its new phase III Governance Hub Program, and the CCC's CSR/RBC program was developed and the launching of this program was conducted with 23 participants (14 Female) attended the meeting in which 12 (5 female) of them were the organizers and technical staff from CCC, and another 11 persons (9 female) were from donor agencies and other stakeholders. For more detail, please see the attendance list in the attached file. From this launching we come up with ways forward for future collaboration. For more information please see the launching minute.
G.4 Assessment of CCC member knowledge of CSR and Business and Human Rights (output F.2,F3).	<p>To understand how its members understand about the CSR and Business and Human Rights, CCC has conducted an assessment on these topics by integrating the questionnaire in the annual member satisfaction survey. The survey was participated by 93 NGOs who are members of CCC. Results from the need assessment indicated that:</p> <ul style="list-style-type: none"> ○ More than 60% of CCC members expressed importance and their needs to understand further about the CSR and Business and Human Rights. They also highlighted the priorities of CCC membership to promote the linkage and collaboration between CSOs and private sector. ○ More than 70% of CCC members saw the importance of the international mechanisms related to the Business and Human Rights (e.g. UN Guiding Principles on Business and Human Rights, OECD Guidelines for Multinational Enterprises). Somehow, they also expressed the needs that awareness of CSOs on the topics remain very limited and thus, relevant capacity development on the areas should be provided to CCC members. ○ More than 80% of the respondents have prioritized the needs and existence of the effective multi-stakeholder engagement initiatives (government, CSO and private sector platforms). Inclusive development and mutual supports could not be made without having all stakeholders understand about their respective roles in the development. This also indicated a very important intervention from CCC on how to promote the multi-stakeholder platforms for

	<p>development in Cambodia.</p> <p>Moreover, the need assessment on CCC members was also conducted in other related events such as in the CCC's bi-monthly member meeting, learning forum, training courses etc. Results of the assessment indicated that more than 65% of the participants (165 people from 81 NGOs) saw the importance of CSR/RBC and Business and Human Rights. They also suggested CCC to have capacity development in the areas.</p>
G.5 Dissemination CCC CSR - Business and Human Rights brochure /guide (output F.3 and F.4).	<p>To scale out the publication and awareness among stakeholders on the CSR and Business and Human Rights, the 1,000 copies of the brochures have been distributed widely to all CCC staff, CCC members, to other stakeholders such as CCHR, DCA, NGOF, and Cambodia CSR platform members, people from ADB and Eurocham Cambodia, PUC University. Another 120 copies of the brochure was shared to Development and Partnership in Action (DPA), one of the local NGOs as well as a member of CCC who is actively working in the areas. DPA will distribute the brochures to their community mining focal points, community land focal points and their Extractive Industry Social and Environmental Impacts EISEI network members. Beside this there were 40 copies (English and Khmer) of brochures were shared to the student at Pannasastra University of Cambodia (PUC) during the round table discussion with around 60 participants. Moreover, It is expected that another 100 copies (Khmer and English) will be distributed by Dan Church Aid (DCA) to the participants of the symposium on Promote dialogue on best practices in due diligence for resettlement in Cambodia, which will be conducted in November 2017. The symposium will be participated by key stakeholders from the private sector, government and civil society. CCC also planned to share this brochure to our members, donors partners and stakeholders through HR learning forum, Bi-Monthly meeting, Cambodia CSR platform, meeting and other event of CCC.</p>
G.6 Development of training materials* (output F.3, F.4).	<p>To ensure the quality of the training course the series of trainings materials were developed such as session plan, concept note, training agenda, presentation, role play, group discussion, evaluation form...ect.</p>
G.7 Workshop* on the OECD Guidelines for MNEs and the UN Guiding Principles on Business and Human Rights (output F.4).	<p>1) To prove its commitment to promote awareness raising among CSOs and related stakeholders on CSR/RBC, and Business and Human Rights, CCC has collaborated with DPA and UNOHCHR to co-organize a two days training course on CSR/RBC including OECD Guidelines for MNEs and the UN Guiding Principles on Business and Human Rights. The training was conducted on 7-8 February 2017 with 49 participants who came from five provinces: Ratanakiri, Steung Treng, Mondulakiri, Kratie, Preah Vihear. 22 of the participants came from NGOs (4 women), 24 came from the commune (13 communes in seven districts in Ratanakiri province) (10 women) and 3 participants came from the provincial hall in Ratanakiri province. The training was actively participated by all the participants and the resource person. They managed to clearly identify what mattered most in their respective commune, what mechanisms that they could access to, and what should be the most effective solutions for their current situation. Based on the pre-post test showed that most of participant increased their knowledge and they committed</p>

	<p>to apply the knowledge gained from the training course to improve their work and support to community. For more information please see the training minutes.</p> <p>2) Scaling up from the provincial level, on 21st April, CCC has conducted another one day training course in Phnom Penh on Business and Human Rights (including OECD Guidelines for MNEs and the UN Guiding Principles on Business and Human Rights) for CCC members (Phnom Penh) and provincial coordination network from five provinces Siem Reap, Kampong Thom, Prey Veng, Kampot and Kampong Som with 37 participants (19 Female) including CCC staff.</p> <p>Results from the pre-post test of the training indicated that participants have increased their knowledge and commitment to apply the CSR and Business and Human Rights in their related works. Since there are many issues that they currently work on, the participants also suggested to have follow-up supports by the facilitators and CCC for them to solve the cases. For more information please see the training minute in the attached file.</p>		
Was the project completed on Budget?			
Planned Total Cost of Project	Planned Total Cost to ACN	Actual Total Cost to ACN	Variance <i>(difference between planned and actual costs to ACN)</i>
SGD10,000	SGD10,000	SGD 9,049.72	SGD 950.28
Please explain any variance in planned and actual expenditures/costs to ACN, where the difference is greater than 5%.			
<ul style="list-style-type: none">- In the proposed plan, we are going to organize two training courses, but the actual, one training course was co-organized with CCC members (DPA), and we co-budget for this training, so the proposed budget was remained SGD 725.20- The launching meeting we planned not provide lunch to participants but after discussion with CCC SMT we agreed to provide lunch to participants so the budget expend is over then proposed SGD 127.18- For developing the brochure we are not charge for writing content of the brochure (person) (this work done by CCC CSR advisor) so the budget remained SGD 405.09			

Part 4: Sustainability, Risk Assessment & Stakeholder Analysis


What evidence do you have that the benefits of the project will be sustained? Please describe.
The benefits from this project will be sustained because CCC has successfully integrated the CSR/RBC and Business and Human Rights interventions into its phase III (5 years 2017-2021 Governance Hub Program (GHP), so all materials and publications and target audiences CCC will continue to use and engage for the next four years and onward.
What were the three main lessons identified that could be applicable to running this type of project again?
<ul style="list-style-type: none"> - The CSR/RBC and business and human rights is the new concept for most of Cambodian, it was good to have expert/advisor to support and helps the organization to go through the implementation of CCC's RBC strategies. - To promote the CSR/RBC program need to promote linkage with all existing mechanisms and see

how can we work together more effectively

- The CSR/RBC and business and human rights is the new concept for most of Cambodian people and stakeholders and thus, the awareness raising is needed
- The awareness raising through any platforms such as social media, campaigns, dialogue are conducted in the effective ways

We would welcome your feedback and comments on ACN procedures and systems in relation to the project

NO

Signature	
Full Name	Dr. El Sotheary
Designation	Head of Program, CCC
Date	25 July 2017

Photos (if any)





CCC CSR/RBC program launching



Round table discussion on CSR/RBC
Organize by PUC for their student



For Official Use

Programme Manager	
Are you satisfied that this report is fair and accurate?	Yes
Is there a key lesson that ACN has learnt from this Project? Please describe	
Following completion of the project, what are the next steps?	

Signature	
Full Name / Designation	
Date	
Other Remarks	
CEO Comments: Please add your assessment of the effectiveness of the project	