

KINGDOM OF CAMBODIA
Nation - Religion - King

ÉCOLE ROYALE D'ADMINISTRATION

SALARY & ALLOWANCE BREAKDOWN - DR. SOK MEAN

Official Institutional Publication

Department of Human Resources
Published: 2026 | Phnom Penh, Cambodia

PAGE 2: Chapter 1: Personal Salary Overview

Employee Information

Name: Dr. Sok Mean

Employee ID: ERA-19880410

Position: Head Lecturer of Public Policy

Department: Bureau of Administration & Public Law

Salary Breakdown

Base Salary: \$1,450.00

Special Allowances: \$350.00

Net Payable: \$1,800.00

Payment Status

Status: Paid

Payment Date: June 25, 2026

Bank: Canadia Bank PLC

Account Number: *****12

PAGE 3: Chapter 2: Pension Contributions

State Retirement Pension Program

Under the Ministry of Civil Service guidelines, a mandatory contribution is directed towards the State Retirement Fund.

Monthly Contribution Details

- Employer Contribution (RSA): 4% of base salary
- Employee Contribution (Deducted): 2% of base salary
- Accrued Retirement Benefit Class: Grade II Government Service Pension

PAGE 4: Chapter 3: Health Insurance Security

NSSF Health Premium

Civil servants at the Royal School of Administration are fully enrolled in the National Social Security Fund (NSSF) healthcare coverage program.

Monthly Premium Breakdown

- Medical consultations and hospitalization: 100% covered at partner public hospitals
- Emergency medical evacuation assistance: Included in state premium
- Dependent health support extension option: Available upon HR request

PAGE 5: Chapter 4: Special Allowance Breakdowns

Allowances Details

Special allowances are awarded based on rank, teaching hours, administrative duties, and logistical support coordinates.

Monthly Allowances

- Research Allowance: Included in \$350.00
- Transport Support Allowance: Included in state base coordinates
- Academic Advisory Committee Allowance: Evaluated seasonally

PAGE 6: Chapter 5: Administrative Regulations

Official Disbursement Terms

Salary disbursement occurs on the 25th of each calendar month. In the event of a national holiday, payment is advanced to the closest working day.

Dispute Declarations

- Discrepancies in teaching hour allowances must be submitted to HR within 5 business days.
- All tax calculations are processed directly by the General Department of Taxation.
- Payroll adjustments for approved unpaid leave will reflect in the subsequent month's pay cycle.

PAGE 7: Chapter 6: Tax Compliance Scales

Civil Servant Tax Status

Tax on salary is calculated and deducted in accordance with the Cambodian Tax Law for Public Administration officers.

Tax Deductions

- Tax Rate Tier: Standard government progressive scale
- Personal Tax Relief Allowance: Applied based on family dependents declaration
- Direct Tax remittance: Transferred monthly to the General Department of Taxation

PAGE 8: Chapter 7: HR Payroll Contacts

Bureau of Finance Contact Details

For inquiries regarding allowances, bank account adjustments, or tax certificates, contact the Finance Desk.

Inquiries Desk

Office Location: Block C, 2nd Floor, Room C-204

Official Email: payroll.office@era.gov.kh

Internal Telephone Extension: 104

PAGE 9: Appendix: Historical Salary Index

Historical Salary Trend

- Fiscal Year 2025: Standard base scale adjustments applied.
- Fiscal Year 2026: Civil service rank coordinates elevated.
- Fiscal Year 2027: Planned pension restructuring transition.

End of Document

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