

International Standard for Archival Description

- 1.1 Reference code** UNHCR 55
- 1.2 Title** Records of the Offices in Cambodia
- 1.3 Dates of creation** 1991-1999
- 1.4 Level** Fonds
- 1.5 Extent (quantity)** 19 m, 1 CD Rom, 10 3.55"Diskettes, 1 Zip diskette, 18 e-mail
- 2.2 Administrative/Biographical history** In September 1980 UNHCR opened a two person office in Phnom Penh to assist Cambodian returnees. Until 1991, the office's main activity was to provide emergency assistance in the form of domestic kits and rice to voluntary returnees from the Thai border camps. A mass return program, however, was not realized until the Cambodian peace agreement was signed in October 1991. In November of that year UNHCR signed a tripartite Memorandum of Understanding with the Thai Government and the Cambodian Supreme National Council, detailing the responsibilities of the three parties in the repatriation of Cambodians who had sought refuge in Thailand or were held on the Thai-Cambodian border.
- The UNHCR office in Phnom Penh coordinated the voluntary repatriation operations of the Cambodian refugees. The first repatriation operation was from 1992-1992. The second repatriation operation started in 1997 and ended in 1999.
- 2.3 Archival history** Electronic databases were created during both repatriation operations, though the data from 1992-1993 was lost when the server in the UNHCR Office in Cambodia broke down. The paper records contain some daily report statistics from 1992 to replace the lost database. The databases from 1997 to 1999 were transferred to UNHCR Archives in Geneva in December 2001 following an onsite appraisal by the UNHCR Archivist. The paper records arrived in UNHCR Archives in August 2004.
- 3.1 Scope and content** The records consist of correspondence, program and protection files from the UNHCR office in Phnom Penh and the closed Field Offices of Siem Reap and Chrey Thom. The records provide documentation and statistic information (some contained in the mission reports of the UNHCR Representative) of the work of UNHCR in Cambodia. The records include information on demining, including the 1992 Halo Trust demining project. The protection files consist of returnee monitoring reports and individual case files on family reunion and asylum in addition to general protection and human rights records.
- The electronic records consist of the repatriation, province return information, movement lists and e-mail. The databases contain predominantly individual case information.
- 4.1 Conditions governing access** Records are subject to the General Restriction Policy of the UNHCR Archives
- 4.2 Conditions governing reproduction** Records are subject to the Copyright Policy of UNHCR
- 7.2 Rules or conventions** Internal UNHCR rules
- 7.3 Date of description** 8 February 2006