

ព្រឹត្តិសាកលវិទ្យាល័យព្រះសីហនុវិហារ

Date: 01st September 2025

Retirement and End of Service Policy

Purpose:

To outline provisions for staff retirement, resignation, or end of service.

Policy Statement:

PSBU recognises the contributions of retiring staff and ensures that all departures are managed respectfully and in compliance with employment law.

Procedures:

- Staff intending to retire must give at least three months' notice.
- Final settlements include all outstanding salary and entitlements.
- Exit interviews will be conducted to gather feedback and ensure institutional learning.

Review:

Reviewed biennially by the Human Resources Office.



Ngoun Sdechpheapkey
Vice Rector
Preah Sihamoniraja Buddhist University

Next Review Date: 20th August 2028