

ORDER No. \_\_\_\_\_/MINFOPRA of \_\_\_\_\_  
to announce professional competitive examinations to recruit into the  
corps of Public Health civil servants (Sanitary Engineering)

**THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,**

Mindful of the Constitution;  
Mindful of decree No. 94/199 of 7 October 1994 to lay down the General Rules and Regulations of the Public Service, as amended and supplemented by decree No. 2000/287 of 12 October 2000;  
Mindful of decree No. 2001/145 of 3 July to lay down the Special Rules and Regulations of civil servants of the corps of Public Health  
Mindful of decree No. 2004/320 of 8 December 2004 to organize the Government, as amended and supplemented by decree No. 2007/268 of 7 September 2007;  
Mindful of decree No. 2005/086 of 29 March 2005 to organize the Ministry of the Public Service and Administrative Reform;  
Mindful of decree No. 2006/308 of 22 September 2006 to reshuffle the Government;  
Mindful of decree No. 2000/696/PM of 13 September 2000 to fix the general system of government competitive examinations;

**HEREBY ORDERS AS FOLLOWS:**

**Article 1: a)** Professional competitive examinations to recruit into the corps of Sanitary Engineering civil servants have been announced. The number of available places for the various categories is distributed as follows:

- 10 (ten) Sanitary Engineers of the second grade of the 'A' category of the Public Service;
- 15 (fifteen) Assistant Sanitary Engineers of the first grade of the 'A' category of the Public Service;
- 15 (fifteen) Senior Sanitary Technicians of the second grade of the 'B' category of the Public Service;
- 10 (ten) Sanitary Technicians of the first grade of the 'B' category of the Public Service;

**b)** These examinations shall take place on **15 May 2010** in **Yaoundé exclusively**

**Article 2. Requirements**

<b>Nature of examination</b>	<b>Cat.</b>	<b>Age limit</b>	<b>Seniority required</b>	<b>Remarks</b>
Sanitary Engineers	<b>A2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant Sanitary Engineers
Assistant Sanitary Engineers	<b>A1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Senior Sanitary Technicians
Senior Sanitary Technicians	<b>B2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Sanitary Technicians
Senior Assistant Sanitary Technicians	<b>B1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant Sanitary Technicians

### **Article 3. : File composition**

Candidates' complete application files shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resource Development, Internal Competitive Examinations Service (4<sup>th</sup> floor, Rooms 405 and 409) or at all Regional Delegations of the Public Service and Administrative Reform, latest **16 April 2010**. The files shall comprise the following documents:

- 1-** A registration form bearing a CFA 1000 f fiscal stamp. The forms can be obtained at the Ministry of the Public Service and Administrative Reform or at its Regional Delegations;
- 2-** A receipt attesting payment of a registration fee of CFA 20 000 francs (twenty thousand) issued by either the Service Head for Internal Competitive Examinations (Room 403) at the Ministry or the Head of the Recruitment and Training Service at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
- 3 -** A copy of the candidate's absorption, reclassification, advancement in grade or change of corps instrument, where applicable;
- 4 -** A certified true copy of birth certificate
- 5 -** An attestation of effective presence;
- 6 -** 2 (two) passport-size photographs;
- 7 -** An envelop bearing a 500 francs stamp and the candidate's address.

**N.B.:** a) All incomplete or late files or files containing documents signed by the Police shall be rejected.

b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.

**Article 4. SYLLABUS AND EXAMINATION TIMETABLE**

a) - The syllabus for the examination is appended to this order.  
b)- The written and oral parts of the examination shall be scheduled as follows:

**1 - Written part**

Date	Paper	Time allowed	Time	Coef.	Eliminatory mark
15 May 2010	General Knowledge	4 hrs.	8:a.m. – 12 p.m.	4	5/20
	Technical paper	4 hrs.	1 p.m. – 5 p.m.	6	5/20

**2 - Oral part**

a) Only for candidates who are declared successful in the written part.

Date	Paper	Coef.	Time
To be announced	Interview with a jury	1	As from 8 a.m.
	Language	1	

**Article 5. PUBLICATION OF RESULTS**

The final results of these competitive examinations shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Yaoundé,

**Copies**

- PRC / SG
- PM / SG
- MINFOPRA/DDRHE/CELCOM
- MINSANTE
- All Reg. Del. MINFOPRA
- Notice board
- File/Records

**MINISTER OF THE PUBLIC SERVICE  
AND ADMINISTRATIVE REFORM**

**SYLLABUS FOR THE PROFESSIONAL COMPETITIVE  
EXAMINATIONS INTO THE CORPS OF SANITARY ENGINEERING  
CIVIL SERVANTS**

<p><b>Category A2</b> Sanitary Engineers</p>	<ul style="list-style-type: none"> <li>- Hygiene and Sanitation</li> <li>- Epidemiology</li> <li>- Prophylaxis of transmissible diseases and vectors and intermediate hosts control</li> <li>- Public health / Cameroon Healthcare system</li> <li>- Management of epidemics</li> <li>- Administration</li> </ul>
<p><b>Category A1</b> Assistant Sanitary Engineers</p>	<ul style="list-style-type: none"> <li>- Hygiene and Sanitation</li> <li>- Epidemiology</li> <li>- Prophylaxis of transmissible diseases and vectors and intermediate hosts control</li> <li>- Public health / Cameroon Healthcare system</li> <li>- Management of epidemics</li> <li>- Administration</li> </ul>
<p><b>Category B2</b> Senior Sanitary Technicians</p>	<ul style="list-style-type: none"> <li>- Hygiene and Sanitation</li> <li>- Epidemiology</li> <li>- Prophylaxis of transmissible diseases and vectors and intermediate hosts control</li> <li>- Public health / Cameroon Healthcare system</li> <li>- Management of epidemics</li> <li>- Administration</li> </ul>
<p><b>Category B1</b> Sanitary Technicians</p>	<ul style="list-style-type: none"> <li>- Hygiene and Sanitation</li> <li>- Epidemiology</li> <li>- Prophylaxis of transmissible diseases and vectors and intermediate hosts control</li> <li>- Public health / Cameroon Healthcare system</li> <li>- Management of epidemics</li> <li>- Administration</li> </ul>

ORDER No. \_\_\_\_\_/MINFOPRA of \_\_\_\_\_  
to announce professional competitive examinations to recruit into the  
corps of Public Health civil servants (Medical Technology)

**THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,**

Mindful of the Constitution;  
Mindful of decree No. 94/199 of 7 October 1994 to law down the General Rules and Regulations of the Public Service, as amended and supplemented by decree No 2000/287 of 12 October 2000;  
Mindful of decree No. 2001/145 of 3 July to law down the Special Rules and Regulations of civil servants of the corps of Public Health  
Mindful of decree No. 2004/320 of 8 December 2004 to organize the Government, as amended and supplemented by decree No. 2007/268 of 7 September 2007;  
Mindful of decree No. 2005/086 of 29 March 2005 to organize the Ministry of the Public Service and Administrative Reform;  
Mindful of decree No. 2006/308 of 22 September 2006 to reshuffle the Government;  
Mindful of decree No. 2000/696/PM of 13 September 2000 to fix the general System of government competitive examinations;

**HEREBY ORDERS AS FOLLOWS:**

**Article 1:** a) Professional competitive examinations to recruit into the corps of Sanitary Engineering civil servants have been announced. The number of available places for the various categories is distributed as follows:

GRADE	SPECIALITIES	NUMBER OF PLACES	NUMBER
<b>Category A2</b> Medical Technologists	Medical Analysis	2	<b>14</b>
	Pharmaceutical Sciences	2	
	Kinesitherapy	2	
	Forensic Dentistry	2	
	Radiology	2	
	Ophthalmology	2	
	Otorhinolaryngology (ORL)	2	

<b>Category A1</b> Senior Technical Officers (Medical technology)	Medical Analysis	5	35
	Pharmaceutical Sciences	5	
	Kinesitherapy	5	
	Forensic Dentistry	5	
	Radiology	5	
	Ophthalmology	5	
	Otorhinolaryngology (ORL)	5	
<b>Category B2</b> Senior Health Technicians	Medical Analysis	5	35
	Pharmaceutical Sciences	5	
	Kinesitherapy	5	
	Forensic Dentistry	5	
	Radiology	5	
	Ophthalmology	5	
	Otorhinolaryngology (ORL)	5	
<b>Category B1</b> Health Technicians	Medical Analysis	35	35

**b) These examinations shall take place on 15 May 2010 in Yaoundé exclusively**

### **Article 2. Requirements**

<b>Nature of examination</b>	<b>cat</b>	<b>Age limit</b>	<b>Seniority required</b>	<b>Remarks</b>
Medical Technologists	A2	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant Sanitary Engineers
Assistant Sanitary Engineers (Medical Technology)	A1	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Senior technical officers
Senior Technical Officers (Medical technology)	B2	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Health technicians
Health Technicians	B1	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant Technical Officers

### **Article 3. : File composition**

Candidates' complete application files shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resource Development, Internal Competitive Examinations Service (4<sup>th</sup> floor, Rooms 405 and 409) or in all Regional Delegations of the Public Service and Administrative Reform, latest **16 April 2010**. The files shall comprise the following documents:

- 1-** A registration form bearing a CFA 1000 f fiscal stamp. The forms can be obtained at the Ministry of the Public Service and Administrative Reform or at its Regional Delegations;
- 3-** A receipt attesting payment of a registration fee of CFA 20 000 francs (twenty thousand) issued by either the Service Head for Internal Competitive Examinations (Room 403) at the Ministry or the Head of the Recruitment and Training Service at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
- 3** - A copy of the candidate's absorption, reclassification, advancement in grade or change of corps instrument, where applicable;
- 4** -A certified true copy of birth certificate
- 5** - An attestation of effective presence;
- 6** - 2 (two) passport-size photographs;
- 7** - An envelop bearing a 500 francs stamp and the candidate's address.

**N.B.:** a) All incomplete or late files or files containing documents signed by the Police shall be rejected.

b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.

### **Article 4. SYLLABUS AND EXAMINATION TIMETABLE**

1. - The syllabus for the examinations is appended to this order.
- b)- The written and oral parts of the examination shall be scheduled as follows:

#### **3 - Written part**

<b>Date</b>	<b>Paper</b>	<b>Time allowed</b>	<b>Time</b>	<b>Coef.</b>	<b>Eliminatory mark</b>
15 May 2010	General Knowledge	4 hrs.	8:a.m. – 12 a.m.	4	5/20
	Technical paper	4 hrs.	1 p.m. – 5 p.m.	6	5/20

#### **4 - Oral part**

Only for candidates who are declared successful in the written part.

<b>Date</b>	<b>Paper</b>	<b>Coef.</b>	<b>Time</b>
To be announced	Interview with a jury	1	As from 8 a.m.
	Language	1	

#### **Article 5. PUBLICATION OF RESULTS**

The final results of these competitive examinations shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Yaoundé,

#### **Copies**

- PRC / SG
- PM / SG
- MINFOPRA/DDRHE/CELCOM
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**MINISTER OF THE PUBLIC SERVICE  
AND ADMINISTRATIVE REFORM**

**SYLLABUS FOR THE PROFESSIONAL COMPETITIVE  
EXAMINATIONS INTO THE CORPS OF PUBLIC HEALTH CIVIL  
SERVANTS (MEDICAL TECHNOLOGY)**

<p><b>Category A2</b> Medical Technologists <b>(Forensic Dentistry Option)</b></p>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Health management of dental diseases</li> <li>- Surgical Odontology</li> <li>- Dental surgery</li> <li>- Oral hygiene</li> <li>- General pharmacology</li> <li>- Special Pharmacology</li> </ul>
<p><b>Category A2</b> Medical Technologists <b>(Radiology Option)</b></p>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- X-Ray diagnosis</li> <li>- X-Ray techniques / positioning / Success criteria</li> <li>- Anatomy, Physiology and Pathology</li> <li>- Physics</li> </ul>
<p><b>Category A2</b> Medical Technologists <b>(Pharmaceutical Sciences Option)</b></p>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Pharmacology</li> <li>- Legislation</li> <li>- Health management</li> <li>- Pharmaceutical preparations</li> <li>- Pharmaceutical Chemistry</li> </ul>
<p><b>Category A2</b> Medical Technologists <b>(Kinesitherapy Option)</b></p>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Re-education and Rehabilitation</li> <li>- Physiology</li> <li>- Biomechanics</li> <li>- Electrotherapy</li> <li>- Disabling pathologies</li> </ul>
<p><b>Category A2</b> Medical Technologists <b>(Medical Analysis Option)</b></p>	<ul style="list-style-type: none"> <li>- Chemistry and Biochemistry</li> <li>- Bacteriology / Serology / Haematology / Immunology / Parasitology / Mycology</li> <li>- Prophylaxis of transmissible diseases and vectors and intermediate hosts control</li> <li>- Public health / Cameroon Healthcare system</li> <li>- Health management</li> </ul>
<p><b>Category A1</b> Assistant Sanitary Engineers <b>(Medical</b></p>	<ul style="list-style-type: none"> <li>- Chemistry and Biochemistry</li> <li>- Bacteriology / Serology / Haematology / Immunology / Parasitology / Mycology</li> </ul>

<b>Analysis Option)</b>	<ul style="list-style-type: none"> <li>- Prophylaxis of transmissible diseases and vectors and intermediate hosts control</li> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> </ul>
<b>Category A1</b> Assistant Sanitary Engineers <b>(Pharmaceutical Sciences Option)</b>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Pharmacology</li> <li>- Legislation</li> <li>- Health management</li> <li>- Pharmaceutical preparations</li> <li>- Pharmaceutical Chemistry</li> </ul>
<b>Category A1</b> Assistant Sanitary Engineers <b>(Forensic Dentistry Option)</b>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Health management of dental diseases</li> <li>- Surgical Odontology</li> <li>- Oral surgery</li> <li>- Oral hygiene</li> </ul>
<b>Category A1</b> Assistant Sanitary Engineers <b>(Kinesitherapy Option)</b>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Re-education and Rehabilitation</li> <li>- Physiology</li> <li>- Biomechanics</li> <li>- Electrotherapy</li> <li>- Disabling pathologies</li> </ul>
<b>Category A1</b> Assistant Sanitary Engineers <b>(Radiology Option)</b>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- X-Ray diagnosis</li> <li>- X-Ray techniques / positioning / Success criteria</li> <li>- Anatomy, Physiology and Pathology</li> <li>- Bio-Physics</li> </ul>
<b>Category B1 and B2</b> Senior Technical Officers (Medical technology) <b>(Forensic Dentistry Option)</b>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Health management of dental diseases</li> <li>- Surgical Odontology</li> <li>- Oral surgery</li> <li>- Oral hygiene</li> </ul>

**ORDER No. \_\_\_\_\_/MINFOPRA of \_\_\_\_\_  
to announce professional competitive examinations to recruit into the  
corps of Public Health civil servants (Nurses)**

**THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,**

Mindful of the Constitution;  
Mindful of decree No. 94/199 of 7 October 1994 to lay down the General Rules and Regulations of the Public Service, as amended and supplemented by decree No 2000/287 of 12 October 2000;  
Mindful of decree No. 2001/145 of 3 July 2001 on the Special Rules and Regulations of civil servants of the corps of Public Health  
Mindful of decree No. 2004/320 of 8 December 2004 to organize the Government, as amended and supplemented by decree No. 2007/268 of 7 September 2007;  
Mindful of decree No. 2005/086 of 29 March 2005 to organize the Ministry of the Public Service and Administrative Reform;  
Mindful of decree No. 2006/308 of 22 September 2006 to reshuffle the Government;  
Mindful of decree No. 2000/696/PM of 13 September 2000 to fix the general System of government competitive examinations;

**HEREBY ORDERS AS FOLLOWS:**

**Article 1:** a) Professional competitive examinations to recruit into the corps of Nurses have been announced. The number of available places for the various categories is distributed as follows:

- 20 (twenty) Senior Principal Nurses of the second grade of the ‘A’ category of the Public Service;
- 45 (forty five) Principal Nurses of the first grade of the ‘A’ category of the Public Service;
- 50 (fifty) Senior Nurses of the second grade of the ‘B’ category of the Public Service;
- 50 (fifty) Nurses of the first grade of the ‘B’ category of the Public Service;

b) These examinations shall take place on **15 May 2010** in **Yaoundé** exclusively.

**Article 2. Requirements**

<b>Nature of examination</b>	<b>cat</b>	<b>Age limit</b>	<b>Seniority required</b>	<b>Remarks</b>
Senior Principal Nurses	<b>A2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade	Open for Principal Nurses
Principal Nurses	<b>A1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade	Open for Senior Nurses
Senior Nurses	<b>B2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade	Open for Nurses
Nurses	<b>B1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade	Open for Assistant Nurses and Nursing Assistants

### **Article 3. : File composition**

Candidates' complete application files shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resources Development, Internal Competitive Examinations Service (4<sup>th</sup> floor, Rooms 405 and 409) or in all Regional Delegations of the Public Service, latest **16 April 2010**. The files shall comprise the following documents:

1. A registration form bearing a CFA 1000 f fiscal stamp. The forms can be obtained from the Ministry of the Public Service and Administrative Reform or at all Regional Delegations of the Public Service;
2. A receipt attesting payment of a registration fee of CFA 20 000 francs (twenty thousand) issued by either the Service Head for Internal Competitive Examinations (Room 403) at the Ministry or the Head of the Recruitment and Training Service at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
3. A copy of the candidate's absorption, reclassification, advancement in grade or change of corps instrument, where applicable;
4. A certified true copy of birth certificate
5. An attestation of effective presence;
6. 2 (two) passport-size photographs;
7. An envelop bearing a 500 francs stamp and the candidate's address.

**N.B.:** a) All incomplete or late files or files containing documents signed by the Police shall be rejected.

b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.

**Article 4. SYLLABUS AND EXAMINATION TIMETABLE**

b) - The syllabus for the examination is appended to this order.

b)- The written and oral parts of the examination shall be scheduled as follows:

**1 - Written part**

Date	Paper	Time allowed	Time	Coef.	Eliminatory mark
15 May 2010	General Knowledge	4 hrs.	8:a.m. – 12 a.m.	4	5/20
	Technical paper	4 hrs.	1 p.m. – 5 p.m.	6	5/20

**2 - Oral part**

a. Only for candidates who are declared successful in the written part.

Date	Paper	Coef	Time
To be announced	Interview with a jury	1	As from 8 a.m.
	Language	1	

**Article 5. PUBLICATION OF RESULTS**

The final results of the competitive examination shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Yaoundé,

**Copies**

- PRC / SG
- PM / SG
- MINFOPRA/DDRHE/CELCOM
- MINSANTE
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- Notice board
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**MINISTER OF THE PUBLIC SERVICE  
AND ADMINISTRATIVE REFORM**

**SYLLABUS FOR THE PROFESSIONAL COMPETITIVE  
EXAMINATIONS INTO THE CORPS OF PUBLIC HEALTH CIVIL  
SERVANTS (MEDICAL TECHNOLOGY)**

<b>No.</b>	<b>GRADES</b>	<b>SUBJECTS</b>
<b>1</b>	<b>Category A2</b> Senior Principal Nurses	<ul style="list-style-type: none"> <li>- Nursing in Medicine and Surgery (conceptual development)</li> <li>- Public health / Cameroon Healthcare system (Health management of projects and programmes, health information system, training, research)</li> <li>- Management of health services</li> </ul>
<b>2</b>	<b>Category A1</b> Principal Nurses	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Anaesthesiology</li> <li>- Mental Health / Psychiatry / Psychology / Pathology / Sociology / Anthropology</li> <li>- Reproductive health / Paediatric nursing</li> </ul>
<b>3</b>	<b>Category B2</b> Senior Nurses	<ul style="list-style-type: none"> <li>- Medical pathology</li> <li>- Surgical pathology</li> <li>- Reproductive health</li> <li>- Public health / Cameroon Healthcare system</li> <li>- Professional ethics</li> </ul>
<b>4</b>	<b>Category B1</b> Nurses	<ul style="list-style-type: none"> <li>- Medical pathology</li> <li>- Surgical pathology</li> <li>- Reproductive health</li> <li>- Public health / Cameroon Healthcare system</li> <li>- Professional ethics</li> </ul>

**ORDER No. \_\_\_\_\_/MINFOPRA of \_\_\_\_\_  
to announce professional competitive examinations to recruit into the  
corps of Public Health civil servants (Biomedical techniques)**

**THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,**

Mindful of the Constitution;  
Mindful of decree No. 94/199 of 7 October 1994 on the General Rules and Regulations of the Public Service, as amended and supplemented by decree No 2000/287 of 12 October 2000;  
Mindful of decree No. 2001/145 of 3 July on the Special Rules and Regulations of civil servants of the corps of Public Health  
Mindful of decree No. 2004/320 of 8 December 2004 to organize the Government, as amended and supplemented by decree No. 2007/268 of 7 September 2007;  
Mindful of decree No. 2005/086 of 29 March 2005 to organize the Ministry of the Public Service and Administrative Reform;  
Mindful of decree No. 2006/308 of 22 September 2006 to reshuffle the Government;  
Mindful of decree No. 2000/696/PM of 13 September 2000 to fix the general System of government competitive examinations;

**HEREBY ORDERS AS FOLLOWS:**

**Article 1:** a) Professional competitive examinations to recruit into the corps of Biomedical Techniques civil servants have been announced. The number of available places for the various categories is distributed as follows:

- 30 (thirty) Biomedical Engineers of the second grade of the ‘A’ category of the Public Service;
- 35 (thirty five) Assistant Biomedical Engineers of the first grade of the ‘A’ category of the Public Service;
- 40 (forty) Senior Biomedical Technicians of the second grade of the ‘B’ category of the Public Service;
- 50 (fifty) Biomedical Technicians of the first grade of the ‘B’ category of the Public Service;

**b) These examinations shall take place on 15 May 2010 in Yaoundé exclusively.**

**Article 2. Requirements**

<b>Nature of examination</b>	<b>Cat.</b>	<b>Age limit</b>	<b>Seniority required</b>	<b>Remarks</b>
Biomedical Engineers	<b>A2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant Biomedical Engineers
Assistant Biomedical Engineers	<b>A1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Senior Biomedical Technicians
Senior Biomedical Technicians	<b>B2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Biomedical Technicians
Biomedical Technicians	<b>B1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant Biomedical Technicians

### **Article 3. : File composition**

Candidates' complete application files shall be submitted against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resources Development, Internal Competitive Examinations Service (4<sup>th</sup> floor, Rooms 405 and 409) or at all Regional Delegations of the Public Service, latest **16 April 2010**. The files shall comprise the following documents:

- 1-** A registration form bearing a CFA 1000 f fiscal stamp. The forms can be obtained from the Ministry of the Public Service and Administrative Reform or at all Regional Delegations of the Public Service;
- 2-** A receipt attesting payment of a registration fee of CFA 20 000 francs (twenty thousand) issued by either the Service Head for Internal Competitive Examinations (Room 403) at the Ministry or the Head of the Recruitment and Training Service at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
- 3 -** A copy of the candidate's absorption, reclassification, advancement in grade or change of corps instrument, where applicable;
- 4 -** A certified true copy of birth certificate
- 5 -** An attestation of effective presence;
- 6 -** 2 (two) passport-size photographs;
- 7 -** An envelop bearing a 500 francs stamp and the candidate's address.

**N.B.:** a) All incomplete or late files or files containing documents signed by the Police shall be rejected.

b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.

**Article 4. SYLLABUS AND EXAMINATION TIMETABLE**

c) - The syllabus for the examination is appended to this order.

b)- The written and oral parts of the examination shall be scheduled as follows:

**1 - Written part**

Date	Paper	Time allowed	Time	Coef.	Eliminatory mark
15 May 2010	General Knowledge	4 hrs.	8:a.m. – 12 a.m.	4	5/20
	Technical paper	4 hrs.	1 p.m. – 5 p.m.	6	5/20

**2 - Oral part**

d) Only for candidates who are declared successful in the written part.

Date	Paper	Coef.	Time
To be announced	Interview with a jury	1	As from 8 a.m.
	Language	1	

**Article 5. PUBLICATION OF RESULTS**

The final results of the competitive examination shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Yaoundé,

**Copies**

- PRC / SG
- PM / SG
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**MINISTER OF THE PUBLIC SERVICE  
AND ADMINISTRATIVE REFORM**

**SYLLABUS FOR THE PROFESSIONAL COMPETITIVE  
EXAMINATIONS INTO THE CORPS OF PUBLIC HEALTH CIVIL  
SERVANTS (BIOMEDICAL TECHNOLOGY)**

<p><b>Category A2</b> Biomedical Engineers</p>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Normalization</li> <li>- Hospital hygiene</li> <li>- Classification of equipments</li> <li>- Security of equipments</li> <li>- Biophysics</li> <li>- Data processing</li> <li>- Health management</li> <li>- Project management</li> </ul>
<p><b>Category A1</b> Assistant Biomedical Engineers</p>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Normalization</li> <li>- Hospital hygiene</li> <li>- Classification of equipments</li> <li>- Security of equipments</li> <li>- Biophysics</li> <li>- Data processing</li> <li>- Health management</li> <li>- Project management</li> </ul>
<p><b>Category B2</b> Senior Biomedical Technicians</p>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Biophysics</li> <li>- Physics</li> <li>- Practice and maintenance</li> </ul>
<p><b>Category A2</b> Biomedical Technicians</p>	<ul style="list-style-type: none"> <li>- Public health / Cameroon Healthcare system</li> <li>- Administration</li> <li>- Biophysics</li> <li>- Physics</li> <li>- Practicals and maintenance</li> </ul>

**ORDER No. \_\_\_\_\_/MINFOPRA of \_\_\_\_\_  
to announce a professional competitive examination  
for recruitment into the corps of Revenue services  
civil servants (Taxation)**

**THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,**

Mindful of the Constitution;  
Mindful of decree No. 94/199 of 7 October 1994 on the General Rules and Regulations of the Public Service as amended and supplemented by decree No. 2000/287 of 12 October 2000;  
Mindful of decree No. 75/776 of 18 December 1975 on the Special Rules and Regulations of the corps of Revenue Services civil servants, and subsequent amendments thereto;  
Mindful of decree No. 2004/320 of 8 December 2004 to organize the Government as amended and supplemented by decree No. 2007/268 of 7 September 2008;  
Mindful of decree No. 2004/322 of 8 December 2004 to form the Government;  
Mindful of decree No. 2005/086 of 29 March 2005 to organize the Ministry of the Public Service and Administrative Reform;  
Mindful of decree No. 2006/308 of 22 September 2006 to reshuffle the Government;  
Mindful of decree No. 2000/696/PM of 13 September 2000 to lay down the General Rules and Regulations for government competitive examinations;

**HEREBY ORDERS AS FOLLOWS:**

**Article 1. a)** Professional competitive examinations to recruit into the corps of Revenue Services (Taxation) civil servants have been announced. The number of available places for the various categories is distributed as follows:

- 10 (ten) Senior Tax Inspectors of the second grade of the ‘A’ category of the Public Service;
- 10 (ten) Tax Inspectors of the first grade of the ‘A’ category of the Public Service;
- 15 (fifteen) Senior Tax Controllers of the second grade of the ‘B’ category of the Public Service;

- 30 (thirty) Tax Controllers of the first grade of the ‘B’ category of the Public Service;
- 15 (fifteen) Assistant Tax Controllers of the “C” category of the Public Service.

b) The written part of these examinations shall take place in Yaoundé, the **only examination centre on 15 May 2010.**

**Article 2. Requirements**

<b>Nature of examination</b>	<b>category</b>	<b>Age limit</b>	<b>Seniority required</b>	<b>Remarks</b>
Senior Tax Inspectors)	<b>A2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Tax Inspectors
Tax Inspectors	<b>A1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Senior Tax Controllers
Senior Tax Controllers	<b>B2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Tax Controllers
Tax Controllers	<b>B1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant Tax Controllers
Assistant Tax Controllers	<b>C</b>	45 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Clerical Assistants of Taxes

**Article 3. File composition**

Candidates’ complete application files shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resources Development, Internal Competitive Examinations Service (4<sup>th</sup> floor, Rooms 405 and 409) or at all Regional Delegations of the Public Service, latest **16 April 2010**. The files shall comprise the following documents:

1. A registration form bearing a CFA 1000 fiscal stamp. The forms can be obtained at the Ministry of the Public Service and Administrative Reform or at all Regional Delegations of that ministry;
2. A receipt attesting payment of a registration fee of CFA 20 000 francs (twenty thousand) issued by either the Service Head for Internal Competitive Examinations (Room 403) at the Ministry or the Head of the Recruitment and Training Service at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
3. A copy of the candidate's absorption, reclassification, advancement in grade or change of corps instrument, where applicable;
4. A certified true copy of birth certificate ;
5. An attestation of effective presence;
6. 2 (two) passport-size photographs.
7. An envelop bearing a CFA f 500 stamp and the candidate's address

**N.B.: a) All incomplete or late files or files containing documents signed by the Police shall be rejected.**

**b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.**

**Article 4. Timetable**

1. A detailed syllabus for the examination is appended to this order.
2. The written and oral parts of the examination shall be scheduled as follows:

**a. Written part**

Date	Paper	Time allowed	Time	Coef.	Eliminatory mark
15 May 2010	General Knowledge	4 hrs.	8:a.m. – 12 p.m.	4	5/20
	Technical paper	4 hrs.	1 p.m. – 5 p.m.	6	5/20

**b. Oral part**

Only for candidates who are declared successful in the written part of the examinations for 'A' and 'B' categories.

Date	Paper	Coef	Time
To be announced	Interview before a panel	1	As from 8 a.m.
	Language	1	

The Minister of the Public Service and Administrative Reform shall announce the date and timetable for the oral part of the examination through a press release.

**Article 5. Publication of results**

The final results of the competitive examinations shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Yaoundé,

**Copies**

- SG/PR
- SG/PM
- MFPRA/DDRHE/CELCOM
- MINFI
- All Prov. Del. MFPRA
- Notice board
- File/Records

**MINISTER OF THE PUBLIC SERVICE  
AND ADMINISTRATIVE REFORM,**

# **SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS FOR THE RECRUITMENT OF SENIOR INSPECTORS AND INSPECTORS OF REVENUE SERVICES (TAXATION)**

## **I - GENERAL KNOWLEDGE**

### **II – ADMINISTRATIVE LAW**

- General Administrative Law
- Property Law
- Public Service law
- Administrative disputes
- Public contracts
- Administrative organization
- Administrative institutions, public and semi public enterprises
- Administrative ethics
- Public liberties.

### **III – PUBLIC FINANCES**

The Cameroon finance system

### **IV –ECONOMICS**

- Economic and Monetary Community of Central African States
- The Bank of Central African States
- Liberalization of Cameroon Economy
- Economy of Developing countries;
- International economy
- Globalization
- Monetary policy (Franc zone)
- Fight against poverty.

### **V – FISCAL LAW**

- Characteristics of Cameroon fiscal system
  - Personal income tax
  - Tax on expenditures
  - Corporate taxation
  - Special taxation
  - Land tax
  - Registration fees, stamp duty
  - International taxation
  - Tax agreements
  - Fiscal reform policies in Cameroon
- Tax base procedures and control
- Management of fiscal services

**SYLLABUS OF THE PROFESSIONAL COMPETITIVE  
EXAMINATIONS FOR THE RECRUITMENT OF SENIOR  
CONTROLLERS AND CONTROLLERS OF REVENUE SERVICES  
(TAXATION)**

**I - GENERAL KNOWLEDGE**

**II – ADMINISTRATIVE LAW**

- General Administrative Law
- Property Law
- Public Service law
- Administrative disputes
- Public contracts
- Administrative organization
- Administrative institutions, public and semi public enterprises
- Administrative ethics
- Public liberties.

**III – PUBLIC FINANCES**

The Cameroon finance system

**IV –ECONOMICS**

- Economic and Monetary Community of Central African States
- The Bank of Central African States
- Liberalization of Cameroon Economy
- Economy of Developing countries;
- International economy
- Globalization
- Monetary policy (Franc zone)
- Fight against poverty.

**V – FISCAL LAW**

- Characteristics of Cameroon fiscal system
  - Personal income tax
  - Tax on expenditures
  - Corporate taxation
  - Special taxation
  - Land tax
  - Registration fees, stamp duty
  - International taxation
  - Tax agreements
  - Fiscal reform policies in Cameroon
- Tax base procedures and control
- Management of fiscal services

**SYLLABUS OF THE PROFESSIONAL COMPETITIVE  
EXAMINATIONS FOR THE RECRUITMENT OF ASSISTANT  
CONTROLLERS OF REVENUE SERVICES (TAXATION)**

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**I - GENERAL KNOWLEDGE**

**II – ADMINISTRATIVE LAW**

- General Administrative Law
- Public Service law
- Administrative organization

**III – PUBLIC FINANCES**

- The Cameroon finance system

**IV –ECONOMICS**

- Fight against poverty.

**V – FISCAL LAW**

- Characteristics of Cameroon fiscal system
- Personal income tax
- VAT
- Land tax
- Registration fees, stamp duty
- Procedures of tax management
- Procedures of tax recovery
- Duties and organization of fiscal services

**ORDER No. \_\_\_\_\_/A/MINFOPRA of \_\_\_\_\_  
to announce a professional competitive examination  
for recruitment into the corps of Revenue services  
civil servants (Customs)**

**THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,**

Mindful of the Constitution;  
Mindful of decree No. 75/459 of 26 June 1975 to determine the system of remuneration of civil and military personnel of the Republic of Cameroon;  
Mindful of decree No. 94/199 of 7 October 1994 on the General Rules and Regulations of the Public Service as amended and supplemented by decree No. 2000/287 of 12 October 2000;  
Mindful of decree No. 75/776 of 18 December 1975 on the Special Rules and Regulations of the corps of Revenue Services civil servants, and subsequent amendments thereto;  
Mindful of decree No. 2004/320 of 8 December 2004 to organize the Government as amended and supplemented by decree No. 2007/268 of 7 September 2008;  
Mindful of decree No. 2004/322 of 8 December 2004 to form the Government;  
Mindful of decree No. 2005/086 of 29 March 2005 to organize the Ministry of the Public Service and Administrative Reform;  
Mindful of decree No. 2006/308 of 22 September 2006 to reshuffle the Government;  
Mindful of decree No. 2000/696/PM of 13 September 2000 to lay down the General Rules and Regulations for government competitive examinations;

**HEREBY ORDERS AS FOLLOWS:**

**Article 1. a)** Professional competitive examinations to recruit into the corps of Revenue Services (Taxation) civil servants have been announced. The number of available places for the various categories is distributed as follows:

- 10 (ten) Senior Customs Inspectors of the second grade of the ‘A’ category of the Public Service;
- 10 (ten) Customs Inspectors of the first grade of the ‘A’ category of the Public Service;

- 10 (ten) Senior Customs Controllers of the second grade of the ‘B’ category of the Public Service;
- 25 (twenty) Customs Controllers of the first grade of the ‘B’ category of the Public Service;
- 35 (thirty five) Assistant Customs Controllers of the “C” category of the Public Service.

b) The written part of these examinations shall take place in **Yaoundé**, the **only examination centre on 15 May 2010**.

### **Article 2. Requirements**

<b>Nature of examination</b>	<b>category</b>	<b>Age limit</b>	<b>Seniority required</b>	<b>Remarks</b>
Senior Customs Inspectors	<b>A2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Customs Inspectors
Customs Inspectors	<b>A1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Senior Customs Controllers
Senior Customs Controllers	<b>B2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Customs Controllers
Customs Controllers	<b>B1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant Customs Controllers
Assistant Customs Controllers	<b>C</b>	45 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Clerical Assistants of Customs

### **Article 3. File composition**

Candidates’ complete application files shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resources Development, Internal Competitive Examinations Service (4<sup>th</sup> floor, Rooms 405 and 409) or at all Regional Delegations of the Public Service, latest **16 April 2010**. The files shall comprise the following documents:

1. A registration form bearing a CFA 1000 fiscal stamp. The forms can be obtained at the Ministry of the Public Service and Administrative Reform or at all Regional Delegations of that ministry;
2. A receipt attesting payment of a registration fee of CFA 20 000 francs (twenty thousand) issued by either the Service Head for Internal Competitive Examinations (Room 403) at the Ministry or the Head of the Recruitment and Training Service at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
3. a copy of the candidate's absorption, reclassification, advancement in grade or change of corps instrument, where applicable;
4. a certified true copy of birth certificate ;
5. an attestation of effective presence;
6. 2 (two) passport-size photographs.
7. an envelop bearing a CFA f 500 stamp and the candidate's address

**N.B.: a) All incomplete or late files or files containing documents signed by the Police shall be rejected.**

**b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.**

**Article 4. Timetable**

1. A detailed syllabus for the examination is appended to this order.
2. The written and oral parts of the examination shall be scheduled as follows:

**a. Written part**

Date	Paper	Time allowed	Time	Coef.	Eliminatory mark
15 May 2010	General Knowledge	4 hrs.	8:a.m. – 12 p.m.	4	5/20
	Technical paper	4 hrs.	1 p.m. – 5 p.m.	6	5/20

**b. Oral part**

Only for candidates who are declared successful in the written part of the examinations for 'A' and 'B' categories.

Date	Paper	Coef	Time
To be announced	Interview before a panel	1	As from 8 a.m.
	Language	1	

The Minister of the Public Service and Administrative Reform shall announce the date and timetable for the oral part of the examination through a press release.

**Article 5. Publication of results**

The final results of the competitive examinations shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Yaoundé,

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**MINISTER OF THE PUBLIC SERVICE  
AND ADMINISTRATIVE REFORM,**

# **SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS FOR THE RECRUITMENT OF SENIOR INSPECTORS AND INSPECTORS OF REVENUE SERVICES (CUSTOMS)**

## **I - GENERAL KNOWLEDGE**

### **II – ADMINISTRATIVE LAW**

- General Administrative Law
- Property Law
- Public Service law
- Administrative disputes
- Public contracts
- Administrative organization
- Administrative institutions, public and semi public enterprises
- Administrative ethics
- Public liberties.

### **III – PUBLIC FINANCES**

### **IV –ECONOMICS**

- Economic and Monetary Community of Central African States
- The Bank of Central African States
- Liberalization of Cameroon Economy
- International economy
- Globalization
- Monetary policy (Franc zone)
- Fight against poverty.

### **V – CUSTOMS LAW**

#### **A- General duties of the Customs administration**

- 1 – The Tax system
- 2 – The role of Customs administration in external trade.
- 3 – Statistics of external trade.

#### **B – Organisation of services**

- 1) General organisation of services.
- 2) Organisation of monitoring services
- 3) Organization of services in charge of the control of business operations

#### **C – Customs legislation**

- 1 – Customs clearance
- 2 – Detail declaration

3 – Elements of taxation

4 – Liquidation and management of duties and taxes

**D – Customs systems**

1 – Ordinary suspensive systems

2 – Special suspensive systems

3 – Special systems

**E – DISPUTES**

1- General principles of Customs disputes

2 – Customs infringement

3 – Sanctions and determination of penalties

4 – Methods and ways of prosecution

**F – CUSTOMS REFORM**

# **SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS FOR THE RECRUITMENT OF SENIOR CONTROLLERS AND CONTROLLERS OF REVENUE SERVICES (CUSTOMS)**

## **I - GENERAL KNOWLEDGE**

## **II – ADMINISTRATIVE LAW**

- General Administrative Law
- Property Law
- Public Service law
- Administrative disputes
- Public contracts
- Administrative organization
- Administrative institutions, public and semi public enterprises
- Administrative ethics
- Public liberties.

## **III – PUBLIC FINANCES**

## **IV –ECONOMICS**

- Economic and Monetary Community of Central African States
- The Bank of Central African States
- Liberalization of Cameroon Economy
- International economy
- Globalization
- Monetary policy (Franc zone)
- Fight against poverty.

## **V – CUSTOMS LAW**

- Customs code
- Customs tariffs
- Procedures and clearance
- Disputes
- Verification
- International cooperation
- Customs reform.

# **SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS FOR THE RECRUITMENT ASSISTANTS CONTROLLERS OF CUSTOMS**

## **I - GENERAL KNOWLEDGE**

### **II – ADMINISTRATIVE LAW**

- Public Service law
- Administrative organization
- Administrative ethics

### **III – PUBLIC FINANCES**

### **IV –ECONOMICS**

- Economic and Monetary Community of Central African States
- Fight against poverty.

### **V – CUSTOMS LAW**

#### **A- General duties of the Customs administration**

- 1 – The Tax system
- 2 – The role of Customs administration in external trade.
- 3 – Statistics of external trade.

#### **B – Organisation of services**

- 1) General organisation of services.
- 2) Organisation of control services
- 3) Organization of the services in charge of the control of commercial operations

#### **C – Customs legislation**

- 1 – Customs clearance
- 2 – Detail declaration
- 3 – Elements of taxation

#### **D – Customs systems**

- 1 – Ordinary suspensive systems
- 2 – Special suspensive systems
- 3 – Special systems

#### **E – DISPUTES**

- 1- General principles of Customs disputes
- 2 – Customs infringement
- 3 - Methods and ways of prosecution

ORDER No. \_\_\_\_\_/MINFOPRA of \_\_\_\_\_  
to announce professional competitive examinations  
for recruitment into the corps of Preventive  
Customs

THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,

- Mindful of the Constitution;
- Mindful of decree No. 75/459 of 26 June 1975 to determine the system of remuneration of civil and military personnel of the Republic of Cameroon;
- Mindful of decree No. 75/768 of 18 December 1975 on the Special Rules and Regulations of the corps of Preventive Customs services and subsequent amendments thereto;
- Mindful of decree No. 75/791 of 18 December 1975 to fix the salary index scale of various cadres of civil servants;
- Mindful of decree No. 94/199 of 7 October 1994 on the General Rules and Regulations of the Public Service as amended and supplemented by decree No. 2000/287 of 12 October 2000;
- Mindful of decree No. 2000/696/PM of 13 September 2000 to lay down the General Rules and Regulations for government competitive examinations;
- Mindful of decree No. 2004/320 of 8 December 2004 to organize the Government as amended and supplemented by decree No. 2007/268 of 7 September 2008;
- Mindful of decree No. 2004/322 of 8 December 2004 to form the Government;
- Mindful of decree No. 2005/086 of 29 March 2005 to organize the Ministry of the Public Service and Administrative Reform;
- Mindful of decree No. 2006/308 of 22 September 2006 to reshuffle the Government;

**HEREBY ORDERS AS FOLLOWS:**

**Article 1. a)** A professional competitive examinations to recruit into the corps of Revenue Services (Taxation) civil servants have been announced. The number of available places for the various categories is distributed as follows:

- 10 (ten) Senior Collector of customs of the second grade of the 'A' category of the Public Service;

- 10 (ten) Collector of customs of the first grade of the ‘A’ category of the Public Service;
- 20 (twenty) Senior assistant collector of customs of the second grade of the ‘B’ category of the Public Service;
- 25 (twenty) Assistant collector of customs of the first grade of the ‘B’ category of the Public Service;
- 35 (thirty five) Customs Guards of the “C” category of the Public Service.

b) The written part of these examinations shall take place in Yaoundé, the **only examination centre on 15 May 2010.**

### **Article 2. Requirements**

<b>Nature of examination</b>	<b>category</b>	<b>Age limit</b>	<b>Seniority required</b>	<b>Remarks</b>
Senior Collector of customs	<b>A2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Collector of customs
Collector of customs	<b>A1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Senior Customs Controllers
Senior assistant collector of customs	<b>B2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant collector of customs
Assistant collector of customs	<b>B1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Customs Guards
Customs Guards	<b>C</b>	45 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Preventive customs officer

### **Article 3. File composition**

Candidates’ complete application files shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resources Development, Internal Competitive

Examinations Service (4<sup>th</sup> floor, Rooms 405 and 409) or at all Regional Delegations of the Public Service, latest **16 April 2010**. The files shall comprise the following documents:

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3. A copy of the candidate's absorption, reclassification, advancement in grade or change of corps instrument, where applicable;
4. a certified true copy of birth certificate ;
5. an attestation of effective presence;
6. 2 (two) passport-size photographs.
7. an envelop bearing a CFA f 500 stamp and the candidate's address

**N.B.:** a) All incomplete or late files or files containing documents signed by the Police shall be rejected.

b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.

#### **Article 4. Timetable**

A detailed syllabus for the examination is appended to this order.

The written and oral parts of the examination shall be scheduled as follows:

##### **1. Written part**

<b>Date</b>	<b>Paper</b>	<b>Time allowed</b>	<b>Time</b>	<b>Coef.</b>	<b>Eliminatory mark</b>
15 May 2010	General Knowledge	4 hrs.	8:a.m. – 12 p.m.	4	5/20
	Technical paper	4 hrs.	1 p.m. – 5 p.m.	6	5/20

##### **2. Oral part**

- a) Only for candidates who are declared successful in the written part of the examinations for 'A' and 'B' categories.

<b>Date</b>	<b>Paper</b>	<b>Coef</b>	<b>Time</b>
To be announced	Interview before a panel	1	As from 8 a.m.
	Language	1	

b) The Minister of the Public Service and Administrative Reform shall announce the date and timetable for the oral part of the examination through a press release.

### **Article 5. Publication of results**

The final results of the competitive examinations shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Yaoundé,

#### **Copies**

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**MINISTER OF THE PUBLIC SERVICE  
AND ADMINISTRATIVE REFORM,**

# **SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS FOR THE RECRUITMENT OF SENIOR COLLECTORS AND COLLECTORS OF CUSTOMS**

## **I - GENERAL KNOWLEDGE**

## **II – ADMINISTRATIVE LAW**

- General Administrative Law
- Property Law
- Public Service law
- Administrative disputes
- Public contracts
- Administrative organization
- Administrative institutions, public and semi public enterprises
- Administrative ethics
- Public liberties.

## **III – PUBLIC FINANCES**

## **IV –ECONOMICS**

- Economic and Monetary Community of Central African States
- The Bank of Central African States
- Liberalization of Cameroon Economy
- International economy
- Globalization
- Monetary policy (Franc zone)
- Fight against poverty.

## **V – CUSTOMS LAW**

### **A- General duties of the Customs administration**

- 1 – The Tax system
- 2 – The role of Customs administration in external trade.
- 3 – Statistics of external trade.

### **B – Organisation of services**

- 1) General organisation of services.
- 2) Organisation of control services
- 3) Organisation of services in charge of the control of commercial operations

### **C – Customs legislation**

- 1 – Customs clearance

- 2 – Detail declaration
- 3 – Elements of taxation
- 4 – Liquidation and management of duties and taxes

**D – Customs systems**

- 1 – Ordinary suspensive systems
- 2 – Special suspensive systems
- 3 – Special systems

**E – DISPUTES**

- 1- General principles of Customs disputes
- 2 – Customs infringement
- 3 – Sanctions and determination of penalties
- 4 – Methods and ways of prosecution

**F – CUSTOMS REFORM**

# **SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS FOR THE RECRUITMENT OF SENIOR ASSISTANT COLLECTORS AND ASSISTANT COLLECTORS OF CUSTOMS**

## **I - GENERAL KNOWLEDGE**

## **II – ADMINISTRATIVE LAW**

- General Administrative Law
- Property Law
- Public Service law
- Administrative disputes
- Public contracts
- Administrative organization
- Administrative institutions, public and semi public enterprises
- Administrative ethics
- Public liberties.

## **III – PUBLIC FINANCES**

## **IV –ECONOMICS**

- Economic and Monetary Community of Central African States
- The Bank of Central African States
- Liberalization of Cameroon Economy
- International economy
- Globalization
- Monetary policy (Franc zone)
- Fight against poverty.

## **V – CUSTOMS LAW**

- Customs code
- Customs tariffs
- Procedures and clearing
- Dispute
- Verification
- International customs cooperation
- Customs reform.

# **SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS FOR THE RECRUITMENT OF PREVENTIVE CUSTOMS OFFICERS**

## **I - GENERAL KNOWLEDGE**

## **II – ADMINISTRATIVE LAW**

- Public Service law
- Administrative organization
- Administrative ethics

## **III – PUBLIC FINANCES**

## **IV –ECONOMICS**

- Economic and Monetary Community of Central African States
- Fight against poverty.

## **V – CUSTOMS LAW**

### **A- General duties of the Customs administration**

- 1 – The Tax system
- 2 – The role of Customs administration in external trade.
- 3 – Statistics of external trade.

### **B – Organisation of services**

- 1) General organisation of services.
- 2) Organisation of control services
- 3) Organization of the services in charge of the control of commercial operations

### **C – Customs legislation**

- 1 – Customs clearance
- 2 – Detail declaration
- 3 – Elements of taxation

### **D – Customs systems**

- 1 – Ordinary suspensive systems
- 2 – Special suspensive systems
- 3 – Special systems

### **E – DISPUTES**

- 1- General principles of Customs disputes
- 2 – Customs infringement
- 3 - Methods and ways of prosecution

**ORDER No. \_\_\_\_\_/MINFOPRA of \_\_\_\_\_  
to announce professional competitive examinations  
for recruitment into the corps of Labour and Social  
Insurance**

**THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,**

- Mindful of the Constitution;
- Mindful of decree No. 75/459 of 26 June 1975 to determine the system of remuneration of civil and military personnel of the Republic of Cameroon;
- Mindful of decree No. 75/791 of 18 December 1975 to fix the salary index scale of various cadres of civil servants;
- Mindful of decree No. 75/772 of 18 December 1975 on the Special Rules and Regulations of the corps of Labour and Social Insurance civil servants, as amended and supplemented by decree No. 77/243 of 15 July 1977;
- Mindful of decree No. 2000/696/PM of 13 September 2000 to lay down the General Rules and Regulations for government competitive examinations;
- Mindful of decree No. 2004/320 of 8 December 2004 to organize the Government
- Mindful of decree No. 2004/322 of 8 December 2004 to form the Government;
- Mindful of decree No. 2005/086 of 29 March 2005 to organize the Ministry of the Public Service and Administrative Reform;
- Mindful of decree No. 2006/308 of 22 September 2006 to reshuffle the Government;

**HEREBY ORDERS AS FOLLOWS:**

**Article 1. a)** Professional competitive examinations to recruit into the corps Labour and Social Insurance civil servants have been announced. The number of available places for the various categories is distributed as follows:

- 10 (ten) Senior Labour and Social Insurance Administrators of the second grade of the 'A' category of the Public Service;
- 10 (ten) Labour and Social Insurance Administrators of the first grade of the 'A' category of the Public Service;

- 10 (ten) Senior Labour and Social Insurance Controllers of the second grade of the ‘B’ category of the Public Service;
- 10 (ten) Labour and Social Insurance Controllers of the first grade of the ‘B’ category of the Public Service;
- 10 (ten) Assistant Labour and Social Insurance Controllers of the “C” category of the Public Service.

b) The written part of these examinations shall take place in Yaoundé, the **only examination centre on 15 May 2010.**

### **Article 2. Requirements**

<b>Nature of examination</b>	<b>category</b>	<b>Age limit</b>	<b>Seniority required</b>	<b>Remarks</b>
Senior Labour and Social Insurance Administrators	<b>A2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Labour and Social Insurance Administrators
Labour and Social Insurance Administrators	<b>A1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Senior Labour and Social Insurance Controllers
Senior Labour and Social Insurance Controllers	<b>B2</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open Labour and Social Insurance Controllers
Labour and Social Insurance Controllers	<b>B1</b>	50 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Assistant Labour and Social Insurance Controllers
Assistant Labour and Social Insurance Controllers	<b>C</b>	45 years at most as at 1 January 2010	Having served for at least five years in the grade as at 1 January 2010	Open for Labour and social insurance clerical assistants

### **Article 3. File composition**

Candidates’ complete application files shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resources Development, Internal Competitive Examinations Service (4<sup>th</sup> floor, Rooms 405 and 409) or at all Regional

Delegations of the Public Service, latest **16 April 2010**. The files shall comprise the following documents:

1. A registration form bearing a CFA 1000 fiscal stamp. The forms can be obtained at the Ministry of the Public Service and Administrative Reform or at all Regional Delegations of that ministry;
2. a receipt attesting payment of a registration fee of CFA 20 000 francs (twenty thousand) issued by either the Service Head for Internal Competitive Examinations (Room 403) at the Ministry or the Head of the Recruitment and Training Service at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
3. a copy of the candidate's absorption, reclassification, advancement in grade or change of corps instrument, where applicable;
4. a certified true copy of birth certificate ;
5. an attestation of effective presence;
6. 2 (two) passport-size photographs.
7. an envelop bearing a CFA f 500 stamp and the candidate's address

**N.B.:** a) All incomplete or late files or files containing documents signed by the Police shall be rejected.

b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.

**Article 4. Timetable**

1. A detailed syllabus for the examination is appended to this order.
2. The written and oral parts of the examination shall be scheduled as follows:

**a. Written part**

Date	Paper	Time allowed	Time	Coef.	Eliminatory mark
15 May 2010	General Knowledge	4 hrs.	8:a.m. – 12 p.m.	4	5/20
	Technical paper	4 hrs.	1 p.m. – 5 p.m.	6	5/20

**b. Oral part**

- a) Only for candidates who are declared successful in the written part of the examinations for 'A' and 'B' categories.

Date	Paper	Coef	Time
To be announced	Interview before a panel	1	As from 8 a.m.
	Language	1	

- b) The Minister of the Public Service and Administrative Reform shall announce the date and timetable for the oral part of the examination through a press release.

**Article 5. Publication of results**

The final results of the competitive examinations shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Yaoundé,

**Copies**

-SG/PR

-SG/PM

-MFPRA/DDRHE/CELCOM

MINTSS

-All Prov. Del. MFPRA

-Notice board

-File/Records

**MINISTER OF THE PUBLIC SERVICE  
AND ADMINISTRATIVE REFORM,**

# **SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS FOR THE RECRUITMENT OF LABOUR AND SOCIAL INSURANCE CIVIL SERVANTS**

## **A – SENIOR ADMINISTRATORS AND ADMINISTRATORS OF LABOUR AND SOCIAL INSURANCE**

### **I - GENERAL KNOWLEDGE**

#### **II – ADMINISTRATIVE LAW**

- General Administrative Law
- Property Law
- Public Service law
- Administrative disputes
- Public contracts
- Administrative organization
- Administrative institutions, public and semi public enterprises
- Administrative ethics
- Public liberties.

#### **III – PUBLIC FINANCES**

#### **IV – LABOUR LAW**

- Cameroon's labour legislation
- International labour Organisations
- Labour conflicts
- Cameroon and international social insurance policies
- International agreements, conventions and treaties.

#### **V – COMMERCIAL LAW**

- Creation and dissolution of enterprises
- The protection of consumer

#### **VI –ECONOMICS**

- Economic and Monetary Community of Central African States
- The Bank of Central African States
- Liberalization of Cameroon Economy
- Economy of Developing countries;
- International economy
- Globalization
- Monetary policy (Franc zone)

- Fight against poverty.
- Currency

## **B - SENIOR CONTROLLERS AND CONTROLLERS OF LABOUR AND SOCIAL INSURANCE**

### **I - GENERAL KNOWLEDGE**

#### **II – ADMINISTRATIVE LAW**

- General Administrative Law
- Property Law
- Public Service law
- Administrative disputes
- Public contracts
- Administrative organization
- Administrative institutions and public and semi public enterprises
- Administrative ethics
- Public liberties.

#### **III – PUBLIC LAW**

#### **IV – LABOUR LAW**

- Cameroon's labour legislation
- International labour Organisations
- Labour conflicts
- Cameroon and international social insurance policies
- International agreements, conventions and treaties in the domain of labour.

#### **VI –ECONOMICS**

- Economic and Monetary Community of Central African States
- The Bank of Central African States
- Liberalization of Cameroon Economy
- Economy of Developing countries;
- International economy
- Globalization
- Monetary policy (Franc zone)
- Fight against poverty.
- Currency

## **C – ASSISTANT CONTROLLERS OF LABOUR AND SOCIAL INSURANCE**

### **I - GENERAL KNOWLEDGE**

#### **II – ADMINISTRATIVE LAW**

- General Administrative Law
- Public Service law
- Public contracts
- Administrative organization

#### **III – CONSTITUTIONAL LAW**

- Various forms of a State

#### **IV LABOUR LAW**

- Labour law (Cameroon's Labour code)
- Cameroon's legislation
- International labour organizations
- Labour protection.