ORDER No

//002862

/MINFOPRA OF

2 0 JUN 2017

to announce the competitive entrance examination for the recruitment of **twenty (20) student Court Registrars** into cycle "B" of the Judicial Division of National School of Administration and Magistracy (ENAM), for the 2017/2018 academic year.

THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM.

Mindful of Mindful of	the Constitution; Law No 99/16 of 22 December 1999 regulating the general rules and regulations governing public establishments and enterprises of the public and semi public sectors;	
Mindful of	Decree No 94/199 of 7 October 1994 regulating the general status of the public service, together with all the amendments thereto;	
Mindful of	Decree No 2000/696/PM of 13 September 2000 regulating the general rules and regulations for government competitive examinations;	
Mindful of	Decree No 2005/154/of 6 May 2005 to organize the National School of Administration and Magistracy (ENAM) and the amendments thereto;	
Mindful of	Decree No 2011/20 of 4 February 2011 on the special status of civil servants of the Court Registry.	
Mindful of	Decree No 2011/408 of 9 December 2011 to organize the Government;	
Mindful of	Decree No 2011/410 of 9 December 2011 to reshuffle the Government;	
Mindful of	Decree No 2012/537 of 19 November 2012 to organize the Ministry of the Public Service and Administrative Reform;	
Mindful of	Order No 4832/MINFOPRA of 10 October 2012 regul	ating Studies and
	Schooling in the Magistracy and Court Registry Division For the National School of Nation	
	Administration and Magistracy,	
		004825 19 JUIN 2017
	HEREBY ORDERS AS FOLLOWS:	PRIME MINISTER'S OFFICE

Article 1: A competitive entrance examination for the recruitment of twenty (20) student Court Registrars into the Judicial Division of ENAM, is hereby announced for the 2017/2018 academic year. The syllabus for the examination is appended to this order.

<u>Article 2</u>: The examination shall be open to all Cameroonians without distinction of language (English or French) who fulfil the following requirements:

- (1) fulfil the general requirements for employment into the public service as well as the conditions laid down by the general rules and regulations of the public service;
- (2) be a holder of either the "Baccalauréat" or the GCE-A/L in at least two subjects passed in one sitting (excluding Religious Knowledge), the "Capacité en droit" or any other foreign equivalent certificate, recognized by the Minister of Higher Education.
 - (3) be 32 (thirty two) years of age, at most, as of 1st January 2017.

NB: Civil servants are not permitted to compete.

Article 3: (1) Application forms can be downloaded on ENAM's website: (www.enam.cm)

- (2) Examination fees stand at FCFA 15.000 (fifteen thousand francs);
- (3) Examination fees shall be paid to the Accounting Officer of ENAM for those who submit in Yaounde or the Regional delegations of the Ministry of Public Service and Administrative Reform for the others, in acknowledgment of a receipt attesting payment of the examination fees:
- (4) All documents shall be submitted at either ENAM or the Regional Delegations of the Ministry of the Public Service and Administrative Reform excluding that of the Centre Region;
- (5) Application forms shall be submitted in ENAM or the Regional Delegations of the Ministry of Public Service and Administrative Reform not later than **Friday 14thJuly 2017**;
- (6) The application files of Candidates shall comprise the following documents:
 - A registration form bearing a CFA 1000 fiscal stamp;

a certified true copy of the required certificate;

an attestation of presentation of the original of the required certificate signed by the Governor or the Senior Divisional Officer;

a receipt attesting the payment of the registration fee, issued by either the Accounting Officer of ENAM for those in the Centre Region or the Regional Delegations of the Ministry of Public Service and Administrative Reform for the others;

- a certificate of non-conviction of not more than three (3) months as of the date of submission, signed by the competent judicial authorities;
- a medical certificate of not more than three (3) months old signed by a medical doctor of the public sector;
- a certified true copy of a birth certificate handwritten or typed signed by the competent administrative or council authorities.

N.B: any incomplete file or file containing forged or falsified documents shall be rejected.

(7) The list of candidates authorized to sit for the competitive entrance examination shall be set and posted at ENAM on **Friday 11**th **August 2017** at the latest. The publication of this list shall serve as individual notification to candidates.

<u>Article4</u> (1) The written part of the examination which shall take place exclusively at the **Yaounde Centre (ENAM)** shall be conducted following this schedule:

2

a) General Knowledge

SERVICES DU PREMIER MINISTRE VISA

004825-

OFFICE

S

STER

Z

ME

- Duration: 4 hours, coeff.4
- Date: Saturday 12th August 2017 From 7.30 am to 11.30 am

b) Judicial and Administrative Organization of Courts

- Duration: 4 hours, coeff.4
- Date: Saturday 12th August2017 From 1 pm to 5 pm
- c) Criminal Law and Criminal Procedure
 - Duration: 4 hours, coeff.4
 - Date: Sunday 13th August 2017 From 7.30 am to 11.30 am
- d) CivilLaw and Civil Procedure:
 - Duration: 4 hours, coeff.4;
 - Date: Sunday 13th August 2017 From 1 pm to 5 pm
- (2) Candidates are expected at the examination halls at 7.00 am at the latest for the papers that shall be written in the morning, and 12.30 pm for those that shall be written in the afternoon.

<u>Article 5</u>: The oral part of the examination which shall take place in Yaounde (ENAM) shall comprise an interview with:

- a grand jury: coeff.2
- a language jury: coeff.1

Article 6: All national Identity Card receipts obtained less than three months before the latest date of registration for this competitive entrance examination shall not be accepted.

Article 7: Any case of fraud recorded before, during or after the competitive entrance examination shall be sanctioned in accordance with the laws and regulations in force.

Article 8: This order shall be registered and published in the Official Gazette in English and French. /-

SERVICES DU PREMIER MINISTRE
VISA

- 004825 19 JUIN 2017

PRIME MINISTER'S OFFICE

THE MINISTER OF THE PUBLIC SERVICE
AND ADMINISTRATIVE REFORM,
MICHEL ANGE ANGOUING