

ORDER N° 11 002863 / MINFOPRA OF 20 JUN 2017

to announce the competitive entrance examination for the recruitment of **fifty (50)** students into cycle "B" of the Financial Division of the National School of Administration and Magistracy (ENAM) for the 2017/2018 academic year.

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

- Mindful of the Constitution;
- Mindful of 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 75/776 of 18 December 1975 regulating the special status of Civil Servants of the Finance Corps together with all the amendments thereto;
- Mindful of Decree No 84/157 of 18 April 1984 regulating the special status of Civil Servants of the Price, Weights and Measurements Corps together with all the amendments thereto;
- 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 Entrance 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 2011/408 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 4831/MINFOPRA of 10 October 2012 regulating Studies and Schooling in the Administrative and Financial Divisions of the National School of Administration and Magistracy,

SERVICES DU PREMIER MINISTRE  
 004827 - 19 JUN 2017  
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**HEREBY ORDERS AS FOLLOWS:**

**Article 1: (1)** A competitive entrance examination for the recruitment of **fifty (50)** students into Cycle "B" of the Financial Division of ENAM, is hereby announced for the 2017/2018 academic year.

**(2)** The number of available places is distributed as follows:

| SECTION                      | Number of places  |
|------------------------------|-------------------|
| Treasury                     | Twenty (20)       |
| Prices, Weights and Measures | Fifteen (15)      |
| Customs                      | Fifteen (15)      |
| <b>TOTAL</b>                 | <b>fifty (50)</b> |



(3) The syllabus for the examination is appended to this order.

(4) The choice of section shall be made by the candidates while submitting their application files.

**Article 2:** The examination shall be open to all Cameroonians who meet the following conditions:

(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 "Baccalaureat" or of the GCE-A/L in at least two subjects in one sitting excluding "Religious Knowledge", the "Capacité en Droit" or any other foreign equivalent certificate, recognized by the competent authority at the deposit date of the examination file.

(3) be thirty two (32) years of age, at most, as at 1<sup>st</sup> January 2017.

**N.B.: Civil servants of any category are not allowed to apply.**



**Article 3:** (1) Application forms are obtainable from ENAM's website ([www.enam.cm](http://www.enam.cm));

(2) Examination fees stand at FCFA 15 000 (fifteen thousand francs).

(3) Examination fees shall be paid either to the Accounting Officer of ENAM for candidates who submit their files in the Centre Region or to the Regional Delegates of the Ministry of the Public Service and Administrative Reform for the others, against a receipt attesting payment of the said fees.

(4) All documents shall be submitted either in ENAM or at the Regional Delegations of the Ministry of the Public Service and Administrative Reform excluding those of the Centre Region.

(5) Application forms shall either be submitted in ENAM for applicants in the Centre or at the Regional Delegations of the Ministry of the Public Service and Administrative Reform not later than **Friday 14<sup>th</sup> July 2017**.

(6) Candidates' application files shall comprise the following documents:

- an application form bearing a CFA 1.000 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 payment of the registration fee, issued by the Accounting Officer ENAM for those in the Centre or by the Regional Delegates of the Ministry of the Public Service and Administrative Reform for the others ;
- a certificate of non-conviction of not more than three (3) months issued by the competent Judicial authorities ;
- a medical certificate of not more than three (3) months old as at the date the application form is submitted and signed by a public sector medical doctor ;

- a certified true copy of a birth certificate typed and signed by the competent administrative or council authorities.

**NB: 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 posted at ENAM on **Friday, 8<sup>th</sup> September 2017** at the latest. The publication of the list shall serve as individual notification to candidates.

**Article 4:** (1) The written part of the examination which shall take place at the **Yaounde Centre (ENAM) only**, shall be conducted according to the following schedule:

a) **Common Papers:**

- **General Knowledge**

Duration: 4 hours, coeff. 3

Date: Saturday, 9<sup>th</sup> September 2017; from 7:30am to 11:30am

- **Public Law**

Duration: 4 hours, Coeff. 4

Date: Saturday, 9<sup>th</sup> September 2017; from 1:00pm to 5:00pm

- **Economics**

Duration: 4 hours, Coeff. 4

Date: Sunday, 10<sup>th</sup> September 2017; from 7:30am to 11:30am.

b) **Specialised Papers**

Duration: 4 hours, Coeff. 5

Date: Sunday, 10<sup>th</sup> September 2017; from 1:00pm to 5:00pm.

- **Treasury, Customs**

\* Accounts

- **Prices, Weights and Measures**

\* Statistics

(2) Candidates are expected at the examination halls at **7a.m.** at the latest for papers that shall be written in the morning, and **12:30 p.m.** for those that shall be written in the afternoon.

**Article 5:** The oral part of the examination which shall take place in Yaoundé (ENAM), shall comprise an interview with:

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

**Article 6:** All National Identity Cards receipts obtained less than three months before the latest date of applications for the entrance examination shall not be accepted.

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**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 in French. /-

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