

ORDER No.

000168

*[Signature]*

/A/MINDDEVEL OF

03 AOUT 2022

To launch the Competitive Entrance Examination to recruit two hundred and twenty (220) trainees into Cycle “B” of the National School of Local Administration (NASLA).-

**THE MINISTER OF DECENTRALISATION AND LOCAL DEVELOPMENT,**

- Mindful of the Constitution;
- Mindful of Law No. 2019/24 of 24 December 2019 to institute the General Code of Regional and Local Authorities;
- Mindful of Decree No. 2011/408 of 9 December 2011 to organize the Government, as amended and supplemented by Decree No. 2018/190 of 2 March 2018;
- Mindful of Decree No. 2018/191 of 2 March 2018 to reorganize the Government;
- Mindful of Decree No. 2018/449 of 1 August 2018 to organize the Ministry of Decentralization and Local Development;
- Mindful of Decree No. 2020/111 of 2 March 2020 to lay down the establishment and organization of the National School of Local Administration (NASLA);
- Mindful of Decree No. 2021/742 of 28 December 2021 to institute the standard organization of the regional administration;
- Mindful of Order No. 136/A/MINATD/DCTD of 24 August 2009, to give effect to the standard council employment tables,

**HEREBY ORDERS AS FOLLOWS:**

**Article 1.-** (1) A Competitive Entrance Examination to recruit two hundred and twenty (220) trainees into Cycle “B” of NASLA – Buea is open for the 2022/2023 Academic Year.

(2) The available places are distributed as follows:

Field of Study	External candidates	Internal candidates	Total
Administration and Management of Social Policies	100	10	110
Economics and Management of Local Finances	100	10	110
<b>GRAND TOTAL</b>	200	20	220

(3) The related programme is appended to this order.

(4) Candidates shall choose their field of study when submitting their application files.

**Article 2.-** The Entrance examination is open to all Cameroonians irrespective of their sex and language (French and English) who fulfil the following conditions:

**(a) For External Candidates:**

- be holder of a "Baccalauréat de l'Enseignement secondaire", a General Certificate of Education Advanced Level (GCE 'A' level) in at least two (2) papers, all passed in one sitting, excluding Religious Knowledge or the "Certificat de Capacité en droit" or any other equivalent foreign certificate recognised by the Minister of Higher Education.
- be at least seventeen (17) years old and not more than forty two (42) years old as from 1 January 2022 (born between 1 January 1980 and 1 January 2005);
- be physically fit and in good health to effectively carry out the duties of Mid – Level Staff of Local Administration;
- enjoys his/her civic rights;
- should not have been condemned for offences incompatible with the exercise of the duties of a Mid-Level Staff of the Local Administration as established by the certificate of non-conviction.

**(b) For Internal Candidates:**

- be a Holder of the CEFAM Cycle I Diploma and have at least five (5) years of professional experience;
- be at most forty-five (45) years old as of 1 January 2022;
- be authorised by the employer to sit for the Entrance Examination.

**Article 3.-** State employees governed by the labour code and civil servants shall not be eligible for this Entrance Examination.

**Article 4.-** (1) Registration forms can be downloaded from the NASLA website at [www.nasla.cm](http://www.nasla.cm).

(2) Registration fees which amount to CFA thirty thousand (30 000) francs for external candidates and CFA fifty thousand (50 000) francs for internal candidates are payable into NASLA **BICEC Bank Account No. 0868 544 2000 25** or **No. 00313000010 at Union Bank of Cameroon PLC, abbreviated "UBC"**.

(3) Candidates' complete application files can be submitted, against a receipt at NASLA or at the Regional Delegations of the Ministry of Decentralisation and Local Development, with the exception of the South-West Regional Delegation.

(4) Complete application files must reach the above-mentioned locations not later than 3.30 p.m. on Friday, **14 October 2022**.

(5) The application file shall comprise the following:

- A registration form bearing one thousand (1,000) francs stamp duly filled and signed by the candidate;
- Two (02) passport size 4x4 photographs;
- A receipt of payment of the registration fees issued by a competent official of BICEC or UBC;
- A certified true copy of the required certificate;
- An attestation of presentation of original of the required certificate signed by the Governor, the S.D.O or the D.O;
- A certificate of non-conviction issued by a competent judicial authority dating not more than three (3) months on the date of submission;
- A certified true copy of Birth Certificate, hand-filled or typed, signed by a competent authority;
- A medical certificate dating not more than three (3) months on the day of submission, issued by a public sector Medical Doctor;
- An envelope bearing CFA one thousand (1000) francs (postage stamp) and the candidate's address;
- For internal candidates, attach an authorisation to sit for the examination, issued by the employer.

**Article 5.-** (1) Any incomplete file, late file, file containing fake or falsified documents, or documents signed at a police station will be rejected.

(2) The lists of candidates authorised to compete shall be pasted on NASLA Campus and at the MINDDEVEL Regional Delegations on **Wednesday 16 November**

**2022.** The publication of these lists shall serve as an invitation to sit for the entrance examination.

(3) Receipts for applications for national identity cards that are less than three (03) months old on the closing date for registration for the exams shall not be accepted.

(4) Any fraud observed before, during, or after the entrance exams shall be sanctioned in accordance with the laws and regulations in force.

**Article 6.-** (1) The written part of the examination shall take place in the following examination centres: Buea, Garoua and Yaounde.

(2) The candidate shall choose his/her examination centre when registering on line on the website [www.nasla.cm](http://www.nasla.cm).

(3) The written part of the examination shall take place according to following dates and hours:

Dates	Paper	Time	Time allowed	Coef.	Eliminatory mark
26 November 2022	General knowledge	08:00 – 12:00	4	05	05/20
	Constitutional Law	13:00 – 17:00	4	05	05/20
27 November 2022	Citizenship	08:00 – 12:00	4	04	05/20
	Language	13:00 – 15:00	2	03	05/20

(4) The latest time to enter the examination hall is 7:00 a.m. prompt for morning papers and 12:30 p.m. prompt for afternoon papers.

**Article 7.-** (1) A decision of the Director General of NASLA shall publish the results of successful candidates in the written part. The same decision shall specify the dates and time of the oral part for successful candidates.

(2) The orals shall hold only at the NASLA headquarters in Buea.

(3) The oral part for candidates to be finally declared successful shall consist of:

- General knowledge: Coef. 02:
- Language: Coef. 01.

**Article 8.-** The final results of successful candidates shall be published by an order of the Minister of Decentralisation and Local Development.

**Article 9.-** Foreign candidates may be admitted on the basis of specifications in accordance with the procedures laid down by a decision of the Minister of Decentralisation and Local Development.

**Article 10.-** This order shall be registered and published wherever necessary. /-  
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03 AOUT 2022

The Minister of Decentralisation and  
Local Development



Georges ELANGA OBAM