

ORDER No. **000023** /A/MINDDEVEL OF **20 FEB 2024**

To launch a Competitive Entrance Examination for the admission of two hundred (200) trainees into Cycle “A” of the National School of Local Administration.

THE MINISTER OF DECENTRALIZATION 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 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;
- 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 legally enforce the standard list of council jobs;
- Mindful of Order No. 490/MINFI of 21 December 2022 to specify the practical terms and conditions for implementing competitive examination fees,

HEREBY ORDERS AS FOLLOWS:

CHAPTER I
GENERAL PROVISIONS

ARTICLE 1. (1) A competitive entrance examination to admit two hundred (200) trainees into cycle “A” of NASLA is open for the 2024/2025 academic year.

(2) The available places are distributed as follows:

Field of Study	External candidates	Internal candidates	Employee candidates	Total
General Administration and Management of Social Policies	80	5	15	100
Economics and Management of Local Finances	80	5	15	100
Total	160	10	30	200

(3) The programme related to the competitive examination mentioned in paragraph 1 above is appended hereto.

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

ARTICLE 2. The entrance examination is open to all Cameroonians who fulfil the following conditions:

a. For external candidates:

- be a holder of a bachelor's degree from a higher education institution in Cameroon including professional bachelor's degrees in Law, Economics, Social Sciences and in Management or an equivalent certificate issued by a foreign university and recognized as equivalent by the Ministry of Higher Education;
- be at least 17 (seventeen) years old and not more than 42 (forty-two) years old as from 1 January 2024 (born between 1 January 1982 and 1 January 2007);
- be physically fit and in good health to effectively carry out the duties of Senior Executive of Local Administration;
- enjoy their civic rights ;
- not have been convicted of a felony or misdemeanour of probity, or to have been sentenced to one of the disqualifications provided for in the Penal Code;

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 45 (forty-five) years old as of 1 January 2024;
- be authorized by their employer to sit for the entrance examination where applicable;

c. For employee candidates (staff of regional and local authorities):

- be a holder of the required academic certificate to apply and have at least 5 (five) years of proven professional experience;
- attach a recruitment decision ;
- be at most 45 (forty-five) years old as of 1 January 2024;
- be authorized by their 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 shall be online via the NASLA website at www.nasla.cm. After validation, the form containing the candidate's information shall be downloaded from the aforementioned site.

(2) The registration fees shall be 20,000 (twenty thousand) CFA francs for external and internal candidates, payable into NASLA account **No. 0868 544 2000 25 opened at the Banque Internationale du Cameroun pour l'Epargne et le Cr dit, abbreviated "BICEC"**.

(3) Candidates shall submit their application files against a receipt at NASLA or at the Regional Delegations of the Ministry of Decentralization and Local Development, with the exception of the South-West Regional Delegation.

(4) Complete application files must reach the above-mentioned locations no later than **3.30 p.m. on Friday, 26 April 2024**.

(5) The application file shall comprise the following:

- a registration form bearing a 1,500 (one thousand five hundred) francs stamp duly filled in online and signed by the candidate;
- 2 (two) passport sized photographs;
- a receipt of payment of the registration fees issued by a competent official of BICEC;
- a certified true copy of the required certificate;
- an attestation of presentation of the original of the required certificate signed by the Governor, the S.D.O., or the D.O.;
- equivalence duly issued by the Ministry of Higher Education for any certificate awarded by a foreign university;
- an attestation of presentation of the original of the GCE A L or Baccalaur at or any other certificate having enabled admission into a higher institution of learning, signed by the Governor, S.D.O., or the D.O.;
- a certificate of non-conviction issued by a competent judicial authority issued no more than 3 (three) months before the date of submission;
- a certified true copy of birth certificate, hand-filled or typed, signed by a competent administrative or municipal authority;
- a medical certificate issued no more than 3 (three) months before the date of submission, issued by a physician in service in a public health facility;
- a self-addressed envelope stamped at 1000 (one thousand) CFA francs (postage stamp);
- for internal candidates, attach an authorization to sit for the entrance examination issued by their employer, where applicable;

- for employee candidates, attach an authorization to compete issued by their employer.

ARTICLE 5. (1) Any incomplete file, late file, file containing fake or falsified documents, or documents signed at a police station shall be rejected.

(2) The list of candidates authorized to compete shall be published on the NASLA website and posted at NASLA and in MINDDEVEL Regional Delegations on **Wednesday, 15 May 2024**. The publication of these lists shall serve as an individual invitation to sit for the entrance examination.

ARTICLE 6. (1) The written eligibility tests shall take place at the lone examination centre in **Buea**.

(2) The written eligibility tests shall take place on the following dates and hours:

Dates	Papers	Time	Time allowed	Coef.	Eliminatory mark
25 May 2024	General Knowledge	08:00 – 12:00	4	4	$\leq 5/20$
	Public Law	13:00 – 17:00	4	5	$\leq 5/20$
26 May 2024	Economics	08:00 – 12:00	4	5	$\leq 5/20$
	Language	13:00 – 15:00	2	3	$\leq 5/20$

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

(4) Any fraud detected before, during or after the examination shall be punished in accordance with the laws and regulations in force.

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) Interviews shall be held only at NASLA's headquarters in Buea.

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

- General knowledge : coef. : 2;
- Language: coef.: 1.

ARTICLE 8. (1) The final results of successful candidates shall be published by an order of the Minister of Decentralization and Local Development.

(2) In the absence of internal candidates, employee candidates or a quorum, the number of places reserved for interested persons shall be allocated to external candidates.

ARTICLE 9. Foreign candidates may be admitted on the basis of their qualifications, in accordance with the conditions laid down by decision of the Minister of Decentralization and Local Development.

ARTICLE 10. This order shall be registered, published and inserted in the Official Gazette in English and French.



Yaounde, 20 FEB 2024

Georges Elanga Obam

Minister of Decentralization and
Local Development

**PROGRAMME FOR THE COMPETITIVE ENTRANCE EXAMINATION INTO THE
NATIONAL SCHOOL OF LOCAL ADMINISTRATION, CYCLE A,
2024-2025 SESSION**

WRITTEN PART

❖ GENERAL KNOWLEDGE

- Philosophy, Literature;
- Contemporary History;
- Scientific and Technological Evolution;
- Major Crises in Africa and the World;
- Democratisation and Development;
- Religion and Social Values;
- Immigration;
- Geopolitics and Geostrategy

❖ PUBLIC LAW

- Constitutional Law;
- Administrative Law;
- Political Systems;
- Political Power;
- Labour Law;
- Administrative Litigation;
- Local Authorities;
- Environmental Law;
- Land Tenure;
- Tax Law;
- Public Finance;
- Community Law.

❖ ECONOMICS

• **Microeconomics**

- Market Study;
- Consumer Behaviour;
- Producer Behaviour and Production Theory;
- Function of production;
- Price Theory;
- Monopolistic Competition;
- Oligopoly Markets;
- Sectoral Policies;

- Industrial and Commercial Enterprises in Cameroon: specific management issues.
- **Macroeconomics:**
 - Revenue / Savings / Consumption Relationship (Determining national income; the variation in the level of income);
 - Macroeconomic Equilibrium and Disequilibrium Models;
 - Structural Adjustment Programmes (theoretical foundations; the search for internal and external equilibrium; economic recovery).
- **Monetary Economics**
 - Money and Money Supply;
 - Money Supply and Demand;
 - Financial Institutions;
 - Money Market and Financial Market;
 - Monetary Policy;
 - Population and Development;
 - International Economics.

❖ LANGUAGE

- English for French speaking and French for English speaking.

NB: - The oral tests shall include a “general knowledge test” and a “language test”.