

ORDER No. 0000 24 /A/MINDDEVEL OF 20 FEB 2024

To launch a Competitive Entrance Examination for the admission of two hundred and twenty (220) trainees into Cycle “B” 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 and twenty (220) trainees into cycle “B” 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	90	5	15	110
Economics and Management of Local Finances	90	5	15	110
Total	180	10	30	220

(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 General Certificate of Education Advanced Level (GCE A L) in at least 2 (two) papers, all passed in one sitting, excluding Religious Knowledge, a “Baccalauréat de l’Enseignement secondaire” or a “Capacité en Droit” or any other equivalent foreign certificate recognized 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 Mid-level staff 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 II Diploma and have at least 5 (five) 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 Crédit, 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;
- 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 one 1000 (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 sit for the entrance examination 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, 29 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 (hours)	Coef.	Eliminatory mark
8 June 2024	General Knowledge	08:00 – 12:00	4	4	$\leq 5/20$
	Public Law	13:00 – 17:00	4	5	$\leq 5/20$
9 June 2024	Citizenship	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 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 results of final 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 B,
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

❖ **CONSTITUTIONAL LAW**

- State: (definition and constituent elements);
- The Nation: (definition and constituent elements);
- The Constitution;
- Political Systems;
- Electoral Systems;
- Political Parties;
- Political Power;
- State Administration (concentration, deconcentration);
- Administrative and Political Organisation of the State;
- Local Authorities (the council, the region, decentralization);
- Public Finance.

❖ **CITIZENSHIP**

- National Integration;
- School and knowledge;
- National Symbols
- Fight Against Tribalism;
- Peace, Multiculturalism and Living Together;
- The Citizen;
- Ethics and Moral;
- Honesty and Integrity;
- Public Hygiene and Sanitation;
- Fight against Urban Disorder

❖ **LANGUAGE**

- English for French speaking and French for English speaking.

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