

ORDER No. 0000 25 /A/MINDDEVEL OF 20 FEV 2024

To launch a Competitive Entrance Examination for the admission of eighty (80) trainees into Cycle “C” of the National School of Local Administration.

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 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 eighty (80) trainees into cycle “C” of NASLA is open for the 2024/2025 academic year.

(2) The available places are distributed as follows:

Field of Study	External candidates	Employee candidates	Total
General Administration and Management of Social Policies	30	10	40
Economics and Management of Local Finances	30	10	40
Total	60	20	80

(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 the General Certificate of Education Ordinary Level (GCE O L) in at least four papers excluding Religious knowledge, the “Brevet d’Etudes du Premier Cycle (BEPC)”, the “Certificat d’Aptitude Professionnelle (CAP)”, or any other recognized equivalent certificate;
- be at least 17 (seventeen) years old and not more than 37 (thirty-seven) 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 specialized worker 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 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 made 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;
- 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 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, 5 June 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 as follows:

Date	Papers	Time	Time allowed (hours)	Coef.	Eliminatory mark
15 June 2024	General Knowledge	08:00 – 10:00	2	3	≤ 5/20
	Reading Comprehension	11:00 – 13:00	2	3	≤ 5/20
	Essay	14:00 – 16:00	2	2	≤ 5/20

(2) The latest time to enter the examination hall shall be 7:30 a.m. prompt.

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

ARTICLE 7. (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 employee candidates or a quorum, the number of places reserved for interested persons shall be allocated to external candidates.

ARTICLE 8. 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 9. 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 C,
2023-2024 SESSION**

- ❖ **GENERAL KNOWLEDGE;**

- ❖ **ETUDE DE TEXTE / READING COMPREHENSION** (French speaking candidates shall be tested on “ Etude de texte” while English speaking candidates shall be tested on “ Reading Comprehension”);

- ❖ **REDACTION /ESSAY** (French speaking candidates will write “Essay” and English speaking candidates will write “Rédaction”).