

ORDER No. 155

/MINJUSTICE of 21 MAR 2021

To launch a direct competitive examination for the recruitment of two hundred (200) Assistant Court Registrars, category "C" of the Public Service into the Corps of Court Registrars.

THE MINISTER OF STATE, MINISTER OF JUSTICE, KEEPER OF THE SEALS.

Mindful of the Constitution;
Mindful of Decree No. 94/199 of 7 October 1994 to lay down the General Rules and Regulations of the Public Service as amended and supplemented by Decree No. 2000/287 of 12 October 2000;
Mindful of Decree No. 2000/696/PM of 13 September 2000 to lay down the General Rules and Regulations for Government Competitive Examinations;
Mindful of Decree No. 2011/20 of 4 February 2011 on the Special Rules and Regulations of the Corps of Court Registrars;
Mindful of Decree No. 2011/408 of 9 December 2011 to organise the Government as amended and supplemented by Decree No. 2018/190 of 2 March 2018;
Mindful of Decree No. 2011/410 of 9 December 2011 to form the Government;
Mindful of Decree No. 2012/389 of 18 September 2012 to organise the Ministry of Justice;
Mindful of Decree No. 2019/1 of 4 January 2019 to appoint the Prime Minister, Head of Government;
Mindful of Decree No. 2019/2 of 4 January 2019 to reshuffle the Government;
Mindful of the needs of Service.

HEREBY ORDERS AS FOLLOWS:

ARTICLE 1: (1) A direct competitive examination for the recruitment of two hundred (200) Assistant Court Registrars, category "C" of the Public Service into the Corps of Court Registrars for the 2021 financial year is hereby launched.

(2) The written tests of the said competitive examination shall take place on 25 SEP 2021, in the following four (4) examination centres: Bafoussam, Douala, Garoua and Yaounde.

Article 2: Cameroonians who fulfil the following conditions can apply:

- be of good conduct;
- aged between 17 years minimum and 29 years maximum on 31 December 2021 (be born between 1 January 1992 and 31 December 2004);
- hold a Brevet d'Etudes du Premier Cycle (BEPC), a Certificat d'Aptitude Professionnelle (CAP) in Secretariat or Office Clerk or a General Certificate of Education, Ordinary Level (GCE O Level) and fulfil the admissibility conditions required by the General Rules and Regulations of the Public Service.

Article 3: Complete application files shall be submitted against a receipt at Legal Departments of Courts of Appeal latest 27 AUG 2021 and shall comprise:

1. An application form available at the Ministry of Justice, Department of General Affairs, Office for Competitive Examination and at the Legal Departments of Courts of Appeal on which a fiscal stamp (CFAF 1 000) should be affixed;
2. A certified true copy of the birth certificate signed by the competent civil authority (Mayor, Divisional Officer, Senior Divisional Officer, Governor);
3. A criminal record, (bulletin No. 3) of less than three (3) months old to be signed at the Court Registry of the Court of First Instance of the place of birth;

N.B: Those born in the North West and South West Regions can have this document issued to them at the Department of Criminal Matters and Pardon of the Ministry of Justice.

4. A certified true copy of the required certificate signed by a competent civil authority (Divisional Officer, Senior Divisional Officer, Governor);

5. An attestation of presentation of the original certificate signed by a competent civil authority (Divisional Officer, Senior Divisional Officer, Governor);
6. A money order worth CFAF 20,000 (twenty thousand) to the Director of General Affairs of the Ministry of Justice;
7. A medical certificate of less than three (3) months old, issued by a Public Service Medical Doctor;
8. Four (4) passport size photographs with the candidate's names written on the back;
9. An A4 envelop bearing the candidate's address (Surname and name, telephone number, P.O. Box, town) and a postal stamp worth CFAF 1,000 (one thousand);

NB: (1) All incomplete, late files or files with fake or forged documents, unsigned documents or with documents signed in a police station shall simply be rejected;

(2) All files received by parcel post or by any other messaging service shall not be registered.

Article 4: (1) Candidates shall arrive at the venue one hour before the start of the examination. They shall bring along their national identity card, the file submission receipt and required examination material, except examination booklets.

(2) The examination venues shall be communicated through radio announcement, press release and posting.

Article 5: (1) The papers shall take place according to the following schedule:

Dates	PAPER	Duration	Coef	Time	Eliminatory Mark
	Dictation and Reading Comprehension	2H	3	8a.m.-10a.m	5/20
	Language: Written discussion on a topical issue N.B: In English for Francophones and French for Anglophones	2H	2	11a.m.-1p.m.	5/20
	Essay	3H	5	2p.m.-5p.m.	5/20

(2) Candidates shall not be allowed in examination halls after 7 a.m. for the morning paper.

Article 6: The competitive examination programme for candidates applying to become Assistant Court Registrars is the same for students in "troisième" (that is form 4) of General Secondary Education;

Article 7: The results of this competitive examination shall be published by Order signed by the Minister of Justice, Keeper of the Seals.

Article 8: This Order shall be registered and published wherever necessary in English and French.

Laure Bessou
Minister of State, Minister of Justice,
Keeper of the Seals.