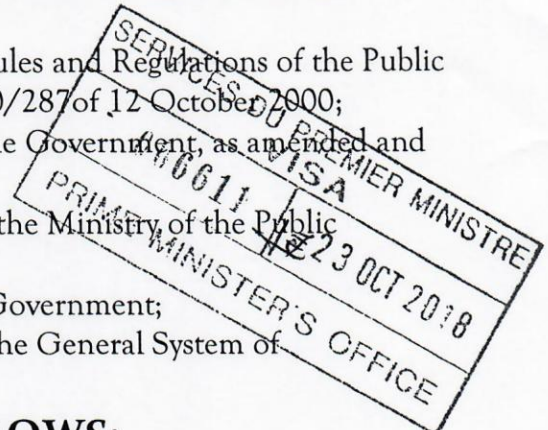


ORDER No. 1/007925 MINFOPRA OF 25 OCT 2018
 to announce professional competitive examinations for recruitment into the corps of Stores Accounting civil servants for the 2018 session.

THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,

Mindful of the Constitution;
 Mindful of decree No.77/196 of 23 June 1977 to lay down the Special Rules and Regulations of the corps of the Stores Accounting civil servants;
 Mindful of decree No.94/199 of 7 October 1994 on 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.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.2012/537 of 19 November 2012 to organize the Ministry of the Public Service and Administrative Reform;
 Mindful of decree No.2018/191 of 2 March 2018 to reshuffle the Government;
 Mindful of decree No.2000/696/PM of 13 September 2000 to fix the General System of Government Competitive Examinations,



HEREBY ORDERS AS FOLLOWS:

Article 1.- a) Professional competitive examinations to recruit personnel into the corps of Stores Accounting civil servants have been announced. The number of available places for the various categories is distributed as follows:

- **10 (ten) Senior Stores Inspectors** of the second grade of the 'A' category of the Public Service;
- **15 (fifteen) Stores Inspectors** of the first grade of the 'A' category of the Public Service;
- **20 (twenty) Senior Stores Controllers** of the second grade of the 'B' category of the Public Service.

b) The written part of the said examinations shall take place on the **8th December 2018** in Yaounde, the **only examination Centre**.

Article 2.- REQUIREMENTS.

Nature of examination	Cat.	Age limit	Seniority required	Remarks
Senior Stores Inspectors	A2	50 years at most on 1 st January 2018 (be born after 31/12/1967).	Five years' effective service in the grade as at 1 st January 2018.	Open for Stores Inspectors, category 'A1'.
Stores Inspectors	A1	50 years at most on 1 st January 2018 (be born after 31/12/1967).	Five years' effective service in the grade as at 1 st January 2018.	Open for Senior Stores Controllers, category 'B2'.
Senior Stores Controllers	B2	50 years at most on 1 st January 2018 (be born after 31/12/1967).	Five years' effective service in the grade as at 1 st January 2018.	Open for Stores Controllers, category 'B1'.

Article 3.- FILE COMPOSITION.

Candidates' complete application files shall be submitted, against a receipt, at the Ministry of the Public Service and Administrative Reform, Department of State Human Resources Development, In-Service Competitive Examinations Service (4th floor, Rooms 405 and 409) or in all Regional Delegations of the Public Service and Administrative Reform, Recruitment and Training Service, not later than **Friday 30 November 2018**. The files shall comprise the following documents:

1. a registration form bearing a **CFA 1000 fiscal stamp**. The forms can be obtained from the Ministry of the Public Service and Administrative Reform or at all Regional Delegations of the Public Service and Administrative Reform or downloaded on the website: <http://www.minfopra.gov.cm>;
2. a certified true copy of birth certificate signed by a competent civil authority;
3. a receipt attesting payment of a registration fee of **CFA 20 000 francs** (twenty thousand) issued by either the Service Head for In-Service Competitive Examinations at the Ministry or the Head of the Recruitment and Training Service at the Regional Delegations of the Ministry of the Public Service and Administrative Reform;
4. a photocopy of the candidate's absorption;
5. a photocopy of the candidate's reclassification, ~~advancement in grade~~ or change of corps instrument, where applicable;
6. a photocopy of the last advancement;
7. an attestation of effective presence;
8. 2 (two) passport-size photographs;
9. an envelop bearing a **500 francs CFA stamp**.



N.B.: a) All incomplete, late files or files containing documents signed by the Police shall be rejected.

b) The certification of career instruments shall be done by the Ministry of the Public Service and Administrative Reform.

Article 4.- SYLLABUS AND EXAMINATION TIMETABLE.

1. A detailed syllabus for the examination is appended to this order.
2. The written and oral parts of the examination shall be scheduled as follows:
 - a. **Written part**

Date	Paper	Time allowed	Time	Coef.	Eliminatory mark
8 December 2018	General Knowledge	4 hrs.	8 a.m. - 12 a.m.	4	5/20
	Technical paper	4 hrs.	1 p.m. - 5 p.m.	6	5/20

Candidates are reminded that the latest time to arrive the examination centre is 7 a.m. prompt.

b. Oral part

Only for candidates declared successful in the written part.

Date	Paper	Coef	Time
To be announced	Interview with a jury	1	As from 8 a.m.
	Language	1	

The Minister of the Public Service and Administrative Reform shall announce the date and timetable for the oral part of the examination through a press release.

Article 5.- PUBLICATION OF RESULTS.

The final results of the competitive examination shall be published through an instrument signed by the Minister of the Public Service and Administrative Reform.

Article 6.- This order shall be registered and published wherever necessary.

Yaounde, 25 OCT 2018

**MINISTER OF THE PUBLIC SERVICE
AND ADMINISTRATIVE REFORM,**

SERVICES DU PREMIER MINISTRE	
VISA	
- 006611	23 OCT 2018
PRIME MINISTER'S OFFICE	

Joseph Lé

**SYLLABUS OF THE PROFESSIONAL COMPETITIVE EXAMINATIONS
FOR RECRUITMENT INTO THE CORPS OF STORES ACCOUNTING**

A. SENIOR STORES INSPECTORS

I. GENERAL KNOWLEDGE

II. LAW:

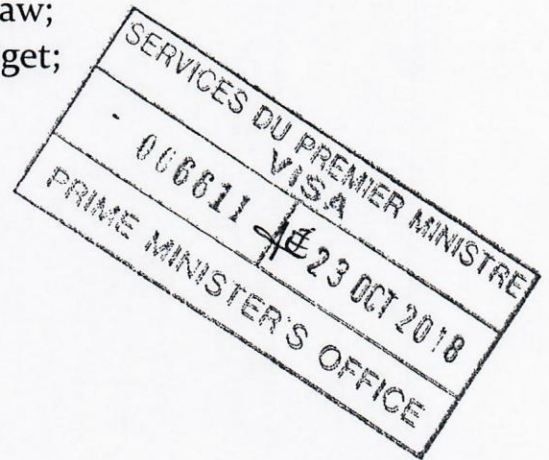
- a. Theory and Practice of Law;
- b. Administrative Law;
- c. Administrative disputes;
- d. Stores Accounting Disputes;
- e. Constitutional Law;
- f. Land Property and Private estate law;
- g. Administrative drafting and Correspondence.

III. PUBLIC FINANCES:

- a. General principles of the Budgetary Law;
- b. Preparation and execution of the Budget;
- c. Public contracts;
- d. Auditing of budgetary operations;
- e. Public expenses;
- f. Budgetary nomenclature;
- g. Reform of Public Finances.

IV. ACCOUNTING:

- a. General Accounting;
- b. Administrative Account;
- c. Stores Accounting;
- d. Control of financial and stores account management;
- e. Centralization and Auditing of Accounts and management;
- f. Rules and regulations of Stores accounting;
- g. State movable and landed property.



B. STORES INSPECTORS

GENERAL KNOWLEDGE

I. LAW:

- a. Administrative disputes;
- b. Stores Accounting Disputes;
- c. Constitutional Law;
- d. Land Property and Private estate law;
- e. Administrative drafting and correspondence.

II. PUBLIC FINANCES:

- a. General principles of the Budgetary Law;

- b. Preparation and execution of the Budget;
- c. Public contracts;
- d. Auditing of budgetary operations;
- e. Public expenses;
- f. Local Public Finances.

III.ACCOUNTING:

- a. General Accounting;
- b. Administrative Account;
- c. Stores Accounting;
- d. Control of financial and stores account management.

C. SENIOR STORES CONTROLLERS

I. GENERAL KNOWLEDGE

II. LAW:

- a. Administrative Law;
- b. Constitutional Law;
- c. Administrative drafting and correspondence.

III.PUBLIC FINANCES:

- a. General principles of the Budgetary Law;
- b. Preparation and execution of the Budget;
- c. Public contracts;
- d. Local Public Finances;
- e. Budgetary nomenclature.

IV.ACCOUNTING:

- a. General Accounting;
- b. Stores Accounting;
- c. Control of financial and stores account management;
- d. Accountability and auditing of account management.

