

ORDER No. 11003935 /MINFOPRA OF 13 JUN 2018

To announce the competitive entrance examination for the recruitment of **sixty (60) Legal Probationers** into the Judicial Division of the National School of Administration and Magistracy (ENAM), for the 2018/2019 academic year.

THE MINISTER OF THE PUBLIC SERVICE AND ADMINISTRATIVE REFORM,

Mindful of the Constitution,
 Mindful of law No.2017/010 of 12 July 2017 regulating the general rules of public establishments;
 Mindful of decree No.94/199 of 7 October 1994 regulating the general status of the public service, together with all the amendments thereto;
 Mindful of decree No.2011/408 of 9 December 2011 to organise the Government, modify by decree No.2018/190 of 2 March 2018;
 Mindful of decree No.2011/410 of 9 December 2011 to form the Government with its subsequent amendments namely decree No. 2018/191 of 2 March 2018;
 Mindful of decree No.2012/188 of 18 April 2012 modifying and completing article 11 (new) of decree No.2004/80 of 13 April 2004 modifying some provisions of decree No.95/48 of 8 March 1995 organizing the status of magistrates;
 Mindful of Decree No.2012/537 of 19 November 2012 bearing on organization the Ministry of the Public Service and Administrative Reform;
 Mindful of Decree No.2018/240 of 9 April 2018 to reorganize the National School of Administration and Magistracy (ENAM);
 Mindful of Decree No.2000/696/PM of 13 September 2000 regulating the general rules and regulations for government competitive examinations;
 Mindful of Order No.4832/MINFOPRA of 10 October 2012 regulating Studies and Schooling in the Magistracy and Court Registry Division of the National School of Administration and Magistracy,

HEREBY ORDERS AS FOLLOWS:

Article 1: 1) A competitive entrance examination for the recruitment of **sixty (60) Legal Probationers** into the Judicial Division of ENAM, is hereby announced for the 2018/2019 academic year. The syllabus for the examination is appended to this order.

2) The number of available seats is distributed as follows:

- **Judicial Section: 30**
- **Administrative Section: 15**
- **Accounts Section: 15**

Article 2: The examination shall be open to all Cameroonians without distinction of language (English or French) who fulfil the following requirements:

- fulfil the general requirements for employment within the public service;



- **for the Judicial and administrative sections;** be a holder of a Master's Degree or "Maîtrise" in private or public Law issued by a Cameroonian university or any other foreign equivalent certificate, recognized by the competent authority and accepted by the Ministry of Higher Education;
- **for the Accounts Section;** be a holder of either a Master's Degree or "Maîtrise" in Law, in Economics, Management or a Masters Degree in Computer Science issued by a Cameroonian university or any other foreign equivalent certificate, recognized by the Ministry of Higher Education .
- Be 32 (thirty two) years of age, at most, as of 1st January 2018.

Article 3: 1) Application forms shall be downloaded from the following ENAM website: www.enam.cm

2) Examination fees stand at FCFA 15 000 (fifteen thousand CFA francs)

3) Examination fees shall be paid:

- to the Accounting Officer of ENAM for those who submit their file in Yaoundé in acknowledgment of a receipt attesting payment of the examination fees;
- to the Regional Delegations of the Ministry of the Public Service and Administrative Reform for other applicants, still in acknowledgment of their receipt attesting payment of their examination fees.

4) The applicants can submit their file, against a receipt, right at ENAM or at the Regional Delegations of the Ministry of the Public Service and Administrative Reform, excluding that of the Centre region.

5) Application forms shall be submitted at ENAM or at the Regional Delegations of the Ministry of Public Service and Administrative Reform not later than **Friday 27th July 2018**.

6) The candidates' application files shall comprise the following documents:

- a registration form bearing a FCFA 1000 fiscal stamp;
- a certified true copy of the required certificate;
- an attestation of presentation of the original of the required certificate signed by the Governor or the Senior Divisional Officer;
- an attestation of presentation of the original of the GCE A/L or an equivalent diploma allowing the candidate to get access into higher education;
- a receipt attesting the payment of the registration fee, issued by the Accounting Officer of ENAM for candidates submitting their files in Yaounde or the Regional Delegations of the Ministry of Public Service and Administrative Reform for other applicants;
- a certificate of non-conviction of not more than three (3) months old signed by the competent judicial authorities;



- a medical certificate of not more than three (3) months old signed by a medical doctor of the public sector;
- a certified true copy of a birth certificate - handwritten or typed- signed by the competent administrative or council authorities.

N.B. Any incomplete file or file containing forged or falsified documents shall be rejected.

7) The list of candidates authorized to sit for the competitive entrance examination shall be set and posted at ENAM on **Friday 3rd August 2018** at the latest.
Posting the list shall serve as individual notification to candidates.

Article 4: 1) The written part of the examination which shall take place exclusively at the **Yaoundé Centre (ENAM)** shall be conducted according to the following schedule:

A. Common Core:

– **General Knowledge:**

- duration: 4 hours, coeff.4
- date: Saturday 4 August 2018
From 7.30 am to 11.30 am

B. Specialized Papers

- Judicial Section: **Criminal Law/ Criminal procedure**
- Administrative Section: **Constitutional Law**
- Accounts Section: **Public Finance**

- Duration: 4 hours, coeff. 4
- Date : Saturday 4 August 2018
From 1 pm to 5 pm

C. Specialized Papers

- Judicial Section: **Civil Law/ Civil Procedure**
- Administrative Section: **Law and Administrative Litigation**
- Accounts Section: **Accountancy**

- Duration: 4 hours, coeff.4;
- Date : Sunday 5 August 2018
From 7.30 am to 11.30 am

D. Specialized Papers

- Judicial Section: **Corporate Law**
- Administrative Section: **Public Freedoms**
- Accounts Section: **Economics**

- Duration : 4 hours, coeff.4;
- Date: Sunday 5 August 2018
From 1 pm to 5 pm



2) Candidates are expected at the examination halls at **7.00am** at the latest for papers that shall be written in the morning, and **12.30 pm** for papers that shall be written in the afternoon.

Article 5: The oral part of the examination which shall take place in Yaounde (ENAM) shall comprise an interview with:

- a grand jury: coeff.2
- a language jury: coeff.1

Article 6: All National Identity Card receipts obtained less than three months before the latest date of registration for this competitive entrance examination shall not be accepted.

Article 7: Any case of fraud recorded before, during or after the competitive entrance examination shall be sanctioned in accordance with the laws and regulations in force.

Article 8: This order shall be registered and published in the Official Gazette in English and French.

YAOUNDE, ON 13 JUN 2018

MINISTER OF THE PUBLIC SERVICE AND
ADMINISTRATIVE REFORM



Joseph LE

SERVICES DU PREMIER MINISTRE VISA
003922 12 JUN 2018
PRIME MINISTER'S OFFICE

**PROGRAMME FOR THE COMPETITIVE ENTRANCE EXAMINATION
INTO THE JUDICIAL, ADMINISTRATIVE AND ACCOUNTS SECTION
OF THE JUDICIAL DIVISION OF ENAM FOR THE 2018/2019
ACADEMIC YEAR.**

I. WRITTEN PAPERS

A. General knowledge;

- Literature, philosophy;
- Modern History;
- Development in Science and Technology;
- Civilizations;
- Arts and Culture;
- Topical questions.

B. Papers for each specialty

1- Judicial Section

Civil Law

THE BASIS AND CHARACTERISTICS OF THE RULE OF LAW

SOURCES OF LAW

- written sources;
- Non-textual sources of law, general principles of law, customs, jurisprudence.

TOPICS ON LAW

- Distinction between natural persons and corporate entities;
- Identification of persons and their rights.

PROPERTY RIGHTS

NATURAL PERSONS AND FAMILY

- The Cameroonian nationality.

MARRIAGE

- Forms, sanctions, evidence.

DIVORCE AND SEPARATION

- General principles;

FILIATION

Legitimate child, illegitimate child, adoption, conflicts.

PARENTHOOD AND MARRIAGE

- Key duties arising from parenthood and marriage;
- alimony (condition, enforcement, nature).



OBLIGATIONS

- General principles;
- Execution of obligations;
- Extinction of obligations.

CONTRACTS

- General contract principles;
- Contract Drafting;
- Effects of contracts;

LEGAL ELEMENTS

- Offence and quasi tort
- Quasi contracts

PROPERTY

- Content;
- The base;
- Accessories;
- Apparent and indivisible property;
- Evidence.

POSSESSION

- Possessory actions;
- Prescriptions.

SUCCESSION

- General principles;
- Donations and legacies.

MATRIMONIAL REGIMES

PRIVATE INTERNATIONAL LAW

- General principles;
- Conflicts of law;
- Conflicts of law settlement;
- Foreign judgments and exequatur.

CIVIL PROCEDURE

- The leading principles of legal proceedings;
- Introduction of proceedings;
- Application of proof;
- Proceedings at the Court of First Instance (CFI);
- Proceedings at the High Court (HC);
- Judgment and its enforcement;

- Proceedings at the Court of Appeal;
- Proceedings at the Supreme Court;



BUSINESS LAW

- OHADA and its institutions;
- General Commercial Law;
- The Company Law and the legal status of economic interest groups;
- Collection of receivables;
- Security and enforcement proceedings;
- Collective proceedings for discharging liabilities;
- The Arbitration Law;
- Consumer law and Competition Law;
- Major business contracts:

I- Company Contract;

II- Return for Professional Use;

III- Loan Contracts

IV- Sales and Purchase Contracts;

V- Transport Contract;

VI- Service Contract;

VII- Labour Contract;

VIII- Corporate, Subcontracting, Engineering, Technology Transfer Contracts

IX- Lease Contract;

X- Management of Lease Contract;

XI- Distribution, Franchise, Concession Contracts;

XII- etc.

CRIMINAL LAW

- General principles;
- The offence;
- Coactions and complicity
- Criminal responsibility;
- Penalties;
- Suspended sentences.



CRIMINAL PROCEDURE

- The leading principles of legal proceedings;
- Public action;
- Civil action;
- Prescription of public action and of penalties;
- Preliminary investigation and preliminary inquiry;
- Rules of evidence:
- Police custody and detention;
- Alternative measures to imprisonment;
- Execution of court decisions;
- Remedy at law (appeal) and authority of the res judicata.

2- ADMINISTRATIVE SECTION

LAW AND ADMINISTRATIVE LITIGATIONS

- General Administrative Law: public establishments, administrative acts, public services;
- Administrative litigation: the status of the administrative judge and administrative justice.

PUBLIC FREEDOM

- Freedom of expression, information and communication;
- Freedom of association, of meeting and formation of political party's;
- Freedom of movement;
- The limitations of public freedoms;
- Institutions regulating public freedoms:
 - * The National Commission for Human Rights and Freedoms;
 - * Competent Courts of Common Law;
 - * A special court: the High Court of Justice.

PUBLIC INTERNATIONAL LAW

- Sources;
- Settlement of disputes.

3-ACCOUNTS SECTION

ACCOUNTANCY

- General;
- Analytic;
- projected;

ECONOMY

- Microeconomy;
- Macroeconomy;
- Development Economy;
- Monetary economy;
- International economy;

PUBLIC FINANCE

- The rudiments of public finance;
- State financial policy;
- The financial policy of Regional and Local Communities;



- The budgetary and accounting set-up of the State;
- The budgetary and accounting set-up of administrative public establishments;
- The budgetary and accounting framework of Regional and Local Communities;
- Management of the State budget audit;
- Financial courts in Cameroon and abroad;
- Relations between financial courts and judicial authorities.

IV/ ORAL EXAMINATION AA/B/C ORAL

Interview with a jury which seeks to assess the personality of the candidate and his predisposition to serve the State and the citizen.

NB: emphasis shall be laid on the knowledge of judicial institutions in Cameroon.

JUDICIAL ORGANISATION

- Customary Courts;
- Courts of first instance;
- Military courts;
- High Courts;
- Administrative courts;
- Regional Account Courts;
- Courts of Appeal;
- Special Criminal Court;
- Supreme Court; its Chambers
- Court of Impeachment;



THE JUDICIARY CORPS

Magistrates: the status of magistracy, the Higher Judicial Council (HJC)

- Court registrar and legal department staff and their status.

AUXILIARIES OF JUSTICE

- Bailiffs and executing officers;
- Barristers;
- Public notaries;
- Judicial police.

THE LANGUAGE JURY

An interview with a jury: in French for English speaking candidates and in English for French speaking candidates.