

CIRCULAR No. 0122/LC/CNAPA of 08 FEB 2022

The Minister of Secondary Education,
Chairperson of the National Council for the Award of Academic Palms
TO

- The Minister of Public Service and Administrative Reform;
- The Minister of Basic Education;
- The Minister of Employment and Vocational Training;
- The Minister of Sports and Physical Education;
- Governors;
- Teachers of National Education Sector.

SUBJECT: Call for applications for the 5 October 2022 Edition of Academic Palms.

As from the date of signature of this Circular and until **29 July 2022 latest**, the period for the preparation, submission and receipt of applications for the Academic Palms **for the ranks of OFFICER and KNIGHT** is open. This is in anticipation of the celebration of the 28th Edition of the World Teachers' Day on 5 October 2022.

This applies to teaching staff in government and private institutions in the primary and nursery education, general secondary, technical and teacher training institutions as well as those providing vocational training and physical education.

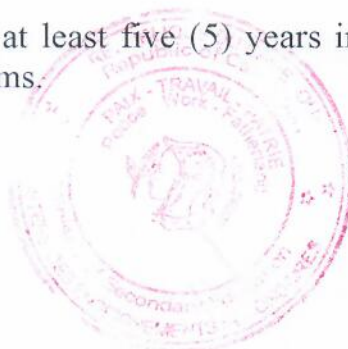
To this end, those who meet the conditions and wish to benefit from these distinctions are asked to apply.

As a reminder, the award of the Academic Palms takes into account:

- the quality of the services rendered to National Education;
- moral probity of the teacher;
- production of intellectual works;
- contribution to the promotion and influence of the teaching profession;
- exceptional services rendered to the National Education system.

In addition to the general conditions stated above, the following personnel are eligible:

- For the rank of **Knight**, teachers with at least fifteen (15) years of actual teaching experience.
- For the rank of **Officer**, staff with at least five (5) years in service at the rank of Knight of the Academic Palms.



Two (2) copies of the application file, **bound and not attached by paper clips**, shall be submitted by the candidate, against a receipt, to the Department in charge of Human Resources Management of their home structure for the staff of the central services and to the their Regional Delegations, for other teachers. It is composed of:

- the teacher's recruitment decision,
- the **UPDATED** Information Form (2022) to be obtained from the immediate boss or on the websites of MINESEC (www.minesec.gov.cm), MINEDUB (www.minedub.gov.cm), MINEFOP (www.minefop.cm), MINSEP (www.minsep.cm);
- certificate of non-conviction;
- an extract of decree of appointment to the rank of **Knight** of Academic honours (*only for candidates for the rank of OFFICER*) ;
- Supporting documents for any information provided by the candidate.

The applicant shall, without any conditions, first obtain the appreciation, signature and stamp of his (her) immediate boss, which must be appended to the duly signed Information form.

The aforementioned officials in charge of receiving the said application files shall be required to **forward one copy** to the Technical Secretariat of the National Council for the Award of Academic Palms, located at the Ministry of Secondary Education, within a maximum period of 15 days from the date of submission and **keep the second copy**.

The Academic Palms may also be awarded posthumously, without condition of seniority, to teachers who are victims of a fatal accident in the exercise of their professional activities and, on the proposal of the National Council, to teachers who at the time of their death met the above-mentioned eligibility requirements.

Incomplete application files and poorly completed Information Form, Form not endorsed by the hierarchy or not signed by the applicant and those containing inaccurate information shall out rightly be rejected.

Finally, you are requested to **scrupulously comply with the foregoing requirements, particularly those relating to the deadline for the receipt of applications and their quality** (*binding, use of an updated information form*), the **transmission of a copy, supporting documents and conditions of eligibility**.

The Chairperson of the National Council for the
Award of Academic Palms

