

CONJOINT ORDER No. 120/B¹/1464 /CO/MINEDUB/MINESEC OF _____
 To fix the calendar of the 2022/2023 school year in the Republic of
 Cameroon

19 AOUT 2022

**THE MINISTER OF BASIC EDUCATION,
 THE MINISTER OF SECONDARY EDUCATION,**

Mindful of the Constitution;

Mindful of Decree No. 2011/408 of 9 December 2011 to organize the Government, as amended and supplemented by Decree No.2018/190 of 02 March 2018;

Mindful of Decree No. 2012/267 of 11 June 2012 to organise the Ministry of Secondary Education;

Mindful of Decree No. 2012/268 of 11 June 2012 to organise the Ministry of Basic Education;

Mindful of Decree No. 2019/001 of 4 January 2019 to appoint the Prime Minister, Head of Government;

Mindful of Decree No. 2019/002 of 4 January 2019 to reshuffle the Government;

HEREBY ORDER AS FOLLOWS:

CHAPTER I

GENERAL PROVISIONS

ARTICLE ONE.- (1) This Order fixes the calendar for the 2022-2023 school year in the Republic of Cameroon.

(2) The 2022/2023 school year in all government and private schools in the Republic of Cameroon, begins on Monday, 5 September 2022 at 7:30 am and ends on Friday, 28 July 2023 at 3:30 pm.

ARTICLE 2.- (1) Due to the COVID-19 pandemic and other types of humanitarian emergencies reigning in Cameroon, teaching/learning activities will be carried out face-to-face or through distance learning as the case may be.

(2) Face-to-face teaching/learning activities are those organised in schools and classrooms for learners of a homogenous or heterogeneous pedagogic level depending on the case.

(3) Distance teaching/learning activities shall be deployed in four modalities:

- teaching/learning activities through the internet ;
- teaching/learning activities through the radio ;
- teaching/learning activities through the television ;



- and teaching/learning activities through autodidactic learning booklets for pupils/students in disadvantaged areas where there is neither access to the internet network nor radio and television signals.

CHAPTER II

BREAKDOWN OF THE SCHOOL YEAR

ARTICLE 3.- (1) The aforementioned school year shall be subdivided into terms.

(2) The terms mentioned above shall be interspersed with two breaks of two weeks each.

ARTICLE 4.- (1)-The break periods shall be as follows:

1st break: From Friday 16 December, 2022 at 12:00 noon
to Tuesday 3 January, 2023 at 7:30 am.

2nd break: From Friday 31 March, 2023 at 3:30 pm.
to Monday 17 April, 2023 at 7:30 am.

(2) Breaks for boarders shall end on the eve of the reopening day before 6:00 pm.

ARTICLE 5.- (1) The period set aside for official and competitive examinations shall run:

- from Monday 15 May to Friday 28 July, 2023 for basic education,
- from Wednesday 17 May to Friday 28 July, 2023 for secondary education.

(2) The dates for these examinations shall be made public by specific legal instruments of the Minister of Basic Education and the Minister of Secondary Education respectively.

CHAPTER III

PEDAGOGIC ORGANISATION

Section 1

Management of School Time



ARTICLE 6.- (1) For primary education, teaching/learning activities are organised on a weekly workload of 34 hours 30 minutes corresponding to 1 104 hours of annual workload of teaching/learning activities to be covered in the schools operating on a full-time basis, while schools operating on a shift system will cover a weekly workload of 26 hours 40 minutes out of an annual workload of 853 hours 20 minutes.

(2) The workload mentioned above include the time reserved for teaching, breaks, integration activities as well as assessment and remediation.

ARTICLE 7.- For a rational use of the time allocated for teaching/learning activities, the following class schedules will be respected.

(1) For classes operating on full-time basis, teaching/learning activities begin at 07:30 am and end at 2:30 pm for all the pupils of levels 1, 2 and 3 with the first break observed between 09:30 am and 10:00 am and a second break between 12:00 pm and 12:30 pm.

(2) For classes operating on a two-shift system, teaching/learning activities begin at 07:30 am and end at 12:40 pm for pupils of the morning shift. Those of the afternoon shift begin at 1:00 pm and end at 5:30 pm from Monday to Friday. On Saturday mornings, these pupils learn from 07:30 am to 12:30 pm.

ARTICLE 8 .- (1) Subject to the provisions of Article 7 paragraphs (1) and (2) above and considering the plethoric enrolments of pupils coupled with the unavailability of classrooms and teachers; some schools already practising the classical two-shift system will have to exceptionally practise the daily alternating shift system of cohorts of pupils.

(2) In the application of daily alternating two-shift system, the cohorts of pupils should use a common classroom in one out of two days so that each of them benefits from three half days of face-to-face classes.

(3) Details on pedagogic and didactic mechanisms for the syllabi coverage in these types of classes will be subject to a specific legal instrument of the Minister of Basic Education.

ARTICLE 9.- For secondary education, teaching/learning activities will run for thirty-six (36) weeks, with a minimum of 35 hours of classes per week, including co-curricular activities. That is 420 hours per term with a total of 1260 hours for the whole year, of which 210 hours shall be dedicated to evaluation, resulting in 1050 hours left for teaching/ learning activities. However, teaching /learning and remediation activities shall be conducted within a minimum of 900 hours.

ARTICLE 10.- Remediation is an integral part of teaching /learning activities.

ARTICLE 11.- Co-curricular activities shall be carried out on Wednesday afternoons from 12:30 pm to 3:00 pm for full-time schools and on Saturday mornings from 8:00 am to 11:00 am for schools practising the shift system.

ARTICLE 12.- The periods allocated for the activities mentioned in Articles 6, 7, 8 and 9 above are divided as follows:

- 1st Term: from Monday 5 September to Friday 25 November, 2022
- 2nd Term: from Monday 28 November to Friday 16 December, 2022 for the first part
from Tuesday 3 January to Friday 3 March, 2023 for the second part
- 3rd Term: from Monday 6 March to Friday 7 April, 2023 for the first part
from Monday 17 April to Friday 2 June, 2023 for the second part.

ARTICLE 13.-(1) In all schools, each term will be for systematic teaching/learning activities, the integration of knowledge acquired to solve complex and significant problems of daily life, for evaluation (diagnostic, formative and summative) of learning of all kind, for marking of scripts, for remediation and the teaching practice of student teachers.

(2) For each term, the school administration will ensure the full coverage of syllabi, the organisation of evaluations in the form of supervised tests that could be harmonised or standardised for classes of the same level, the organisation of remedial activities, as well as for production of progress reports.

Section 2

Management of Class Enrolments

ARTICLE 14.- In case of the evolution of the COVID-19 pandemic, class enrolments should not be more than 60 pupils/students.



Section 3

Management of Evaluations

ARTICLE 15.- (1) For primary education, pupils will be evaluated progressively through supervised class tests or homework which shall be marked according to methods chosen by the teacher.

(2) At the end of each week, tests shall administered on fundamental subjects (French, English and Mathematics).

(3) At the end of each month, each animation cell per level, under the coordination of the head teacher, shall organise a monthly evaluation on the basic knowledge subjects, notably; languages (French/English), Mathematics, Science and Technology, the second official language and ICT.

(4) At the end of each term, an examination session of all the subjects taught in each class is organised by the animation cell of the levels under the coordination of the head teacher.

(5) At the end of the school year, an annual examination shall be organised for each class. The questions of this evaluation shall be based on the entire annual syllabi of the classes concerned and the questions will be set by the coordinating inspection of teaching and forwarded to the schools by the Regional Delegate of Basic Education through the Divisional Delegates and Sub-Divisional Inspectors of Basic Education.

ARTICLE 16.- (1) All individual or group productions of pupils, within the framework of continuous assessment, supervised assignments or homework, specific group tasks, weekly and monthly tests, end of term and school year examinations shall be carefully marked by the teacher and compiled in a portfolio which will be given to parents, from time to time, to visa and resubmit to the schools on time.

(2) For secondary education, each marked script should bear the student's name, the level, the competence and appraisal of the level of acquisition of the competence being developed. In the case of a failure, the pedagogic problem should be identified and mentioned on the student's script. The marked script bearing the school stamp should be returned to the class teacher after signature of parent/guardian within a week. This script is returned to the student after verification by the teacher.

(3) For secondary education, the competent pedagogic services in schools are responsible for drawing up an evaluation calendar based on the planning agreed on during the departmental meetings. They also ensure its follow-up.

(4) Summative evaluations shall, under no circumstances, lead to casual holidays for pupils/students who are not concerned by such an exercise.

ARTICLE 17.- (1) The end of each term shall be marked by the following activities:

- In schools;
 - a) The recording of pupils'/students' marks in report cards by each teacher;
 - b) The calculation of averages, filling of marks and distribution of report cards to pupils/students by the Class Master or Class Teacher;
 - c) Consultation meetings between the school administration and the Class Masters or Class Teachers and Heads of Department or Level Coordinators in the secondary and primary schools respectively.



d) Progress records in the form of report cards carrying the general remarks of the Class Master or Class Teacher and duly signed by the principal or head teacher shall be distributed to students/pupils on the last day of each term. These report cards, duly signed by parents or guardians, shall be returned to the school upon resumption of schools.

- In the external services of the Ministry of Basic Education.
 - a) Consultation meetings shall be organised with the Sub-Divisional Inspector, the Divisional and Regional Delegates with the team of Pedagogic Inspectors in order to take stock of the learning achievements of pupils and bring out remediation strategies to overcome their learning difficulties.
 - b) Statistical synthesis related to syllabus coverage, learners output with particular emphasis on fundamental subjects, the state of pupils and teachers' attendance shall be presented and analysed in view of improving on classroom practices and determining priority intervention areas.

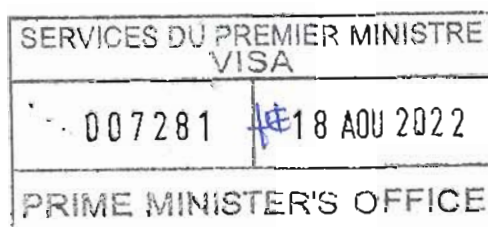
ARTICLE 18.- The statistical synthesis cited in Article 17 above will be submitted to hierarchy within 8 days after the holding of such meetings for exploitation and validation of the measures taken at the local level.

ARTICLE 19.- (1) At the end of each term, the school administration shall organise a pedagogic follow-up activity session including an analysis of the results for each class in a class council meeting presided over by the Principal/Head Teacher or any top-ranking official in the school.

(2) This meeting referred to in paragraph 1 above shall be an opportunity to assess the following aspects:

- the coverage rate of the class teaching periods in relation to the school year;
- the coverage rate of syllabi with regard to the school year;
- the assiduity rate of the students/pupils,
- the coverage rate of practicals in laboratories, specialized halls and workshops in relation to the annual provisions;
- the success rate per subject
- the general class average ;
- Recurrent pedagogic problems ;
- Activity coverage rate in each domain of the curriculum of nursery education.
- The organisation of a pedagogic council session in order to analyse results per class and set new objectives as well as the strategies to attain them. The reports of such councils as well as the checklist on the follow-up of teaching will be forwarded to the Regional Delegate with a copy given to the Divisional Delegate within the same period. Pedagogic Advisers and Regional Pedagogic Inspectors are in charge of exploiting these reports. Conclusions shall be forwarded to the central services within 8 days.

(2) At the end of the school year, a general report on all the pedagogic provisions of this order is awaited in the central services.



ARTICLE 20.- The last two (2) days before the holidays are amongst others dedicated to the pedagogic follow-up mentioned in Article (18) above.

ARTICLE 21.- (1) End of year examinations shall be organised at the level of each school or sub-divisional inspectorate. For examination classes, questions shall be set following the official examination format. For intermediate classes, evaluations shall be based on the annual school syllabus duly communicated to pupils/students.

(2) The period that is set aside for the aforementioned examinations and for marking runs from Monday 8 May to Friday 26 May 2023. Mindful of the provisions of paragraph (1) above, no other end-of-term examination shall be organised.

ARTICLE 22.- (1) The section of the report booklet shall summarise results obtained in the form of a report card.

(2) The end of year report card shall be a summary of the averages of all the modules of that level. It shall bear the end of year decision of the class council.

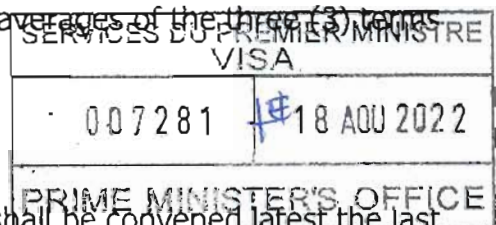
(3) Each page of the report booklet carrying a pupil's/student's marks, must contain the name, date of birth, the class as well as the indication "REPEATER" or "NON REPEATER". Beside each subject, space shall be provided for recording the competences developed during the term, the marks and the observations.

(4) The marks recorded in the report booklet, for the pupils/students of a class, shall also be recorded on a master sheet by each teacher, for the school archives.

(5) Any other form of marks preservation shall serve only as a back-up to the master sheet, which is most authentic.

ARTICLE 23.- Unless otherwise provided for by specific legal documents on continuous assessment in nursery, primary and secondary education, the end of year average of each pupil/student shall be calculated on the basis of the sum of averages of the three (3) terms divided by three (3).

**CHAPTER IV
OTHER PROVISIONS**



ARTICLE 24.- (1) The general assembly or school council shall be convened latest the last Friday that precedes resumption of the 2022/2023 school year for the first term and the first Friday of the other two terms.

(2) Departmental meetings/class councils shall be convened at the beginning and at the end of each term. Nevertheless, the Head of Department/Pedagogic Animator or any other competent teacher can summon an extraordinary departmental meeting when need arises.

ARTICLE 25.- Some special days are celebrated in our education system according to the table below:

DATE	DAY
Thursday 8 September 2022	International Literacy Day
Tuesday 4 October 2022	The National Day for the Promotion of Didactic material produced from local and/or recycled Materials
Wednesday 5 October 2022	The World Teachers' Day
Saturday 15 October, 2022	Global Hand washing Day with water and soap
Friday 21 October 2022	The National Guidance and Counselling Day
Thursday 17 November 2022	The International Day of Philosophy

From Friday 27 January to Friday 3 February, 2023	The National Week of Bilingualism
From Monday 6 to Saturday 11 February, 2023	Youth Week
Tuesday 21 February 2023	The International Day of the Mother Tongue
Friday 10 March 2023	The National Day of Arts and Culture in Schools
From Thursday 9 to Friday 10 March 2023	"Open Door Days"
Monday 13 March 2023	Commonwealth Day
Monday 20 March 2023	"Francophonie" Day

ARTICLE 26.- The pre-testing examination shall be organised throughout the national territory from Thursday 27 to Friday 28 April, 2023.

ARTICLE 27.- Sports and Physical Education practicals shall be organised all over the national territory from Monday 24 April to Friday 12 May, 2023. However, in case the COVID-19 pandemic persists as a public health emergency, candidates of official examinations such as CEP and FSLC will undergo a written exam in Sports and Physical Education (SPE).

ARTICLE 28.- In case of an evolution of the COVID-19 pandemic, FENASSCO A and B games will hold during the second break.

ARTICLE 29.- (1) Holidays for the teaching staff of nursery schools, primary schools, secondary schools as well as teacher education for 2022/2023 school year shall begin on Monday 31 July, 2023.

(2) The 2023/2024 school year shall resume on the following dates:

- on Monday 28 August 2023 at 7:30 am for the administrative staff;
- on Wednesday 30 August 2023 at 7:30 am for the teaching staff;
- on Monday 4 September 2023 at 7:30 am for pupils and students.

ARTICLE 30.- Notwithstanding the provisions of Article 29 above, pupils and students who are not involved in official examinations shall go on holidays on Friday 9 June, 2023 at 12 noon.

CHAPTER V

FINAL PROVISIONS

ARTICLE 31:- (1) Apart from official public holidays and those ordered by the Head of State, any other suspension of classes shall first be authorized exclusively, by the Minister of Basic Education or the Minister of Secondary Education, subject to modifications by the Prime Minister, Head of Government depending on the evolution of the COVID-19 pandemic.

(2) In any case, the total number of teaching hours per pupil/student shall not be less than 900 hours, excluding the time set aside for evaluations.

ARTICLE 32:- (1) The fees for the 2023 session of official examinations must be collected upon school resumption by head teachers for MINEDUB and by authorised operators within the framework of the memoranda of understanding signed with MINESEC in compliance with Instruction **No. 18/00000000951/I/MINFI/DGTCFN/CLC of 22 November, 2018** on the accounting for revenues collected and deposited by mobile telephone and money transfer operators for tuition and examination fees on behalf of MINESEC.



(2) These fees shall be deposited in bank accounts meant for this purpose by Monday 31 October 2022 for MINEDUB and not more than 48 hours after collection for MINESEC.

(3) The fees referred to in Paragraph (1) above shall be those in force for the 2022 examination session, except those concerning to the Brevet des Techniciens (BT) in Hotel Management, Grade One. Technical Teacher Certificate (CAPIET) and, Grade One Primary and Nursery Teacher Certificate (CAPIEMP).

(4) Stamp duties for this exercise, which are not included in the aforementioned fees, shall be recovered following conditions laid down by the Minister of Finance.

ARTICLE 33.- The Secretaries General, Inspectors General of Services, Inspectors General of Education, Inspectors Coordinator General, Directors in the central administration, the Director of the Office du Baccalauréat, the Registrar of the GCE Board, National Secretaries of Private Education, Regional and Divisional Delegates of Education, Education Secretaries, Sub-divisional Inspectors, Principals and Head Teachers shall, each in their own sphere, be charged with the strict implementation of this Order which shall be recorded and published in the Official Gazette in English and French.

Yaounde, 19 AOUT 2022



Laurent Serge ETOUNDI NGOA
MINISTER OF BASIC
EDUCATION



NALOVA LYONGA
MINISTER OF SECONDARY
EDUCATION



2022-2023 SCHOOL CALENDAR CALENDRIER DE L'ANNEE SCOLAIRE 2022-2023

No.	WEEKS/SEMAINES	CONTENT AND BREAK PERIODS/ CONTENUS ET INTERRUPTIONS DES CLASSES	REMARKS/ OBSERVATIONS		
1st TERM/ 1^{er} TRIMESTRE					
01	05 sept - 09 sept 2022	KNOWLEDGE ACQUISITION / APPRENTISSAGE DES RESSOURCES ASSIMILATION ACTIVITIES/ ACTIVITES D'INTEGRATION (soit 420 heures d'enseignement / apprentissage minimum/ At least 420 teaching/ learning hours) ASSESSMENT/EVALUATIONS REMEDIAL WORK/ REMEDIATION	The evaluation period is not imposed. Each school shall adapt according to its syllabus coverage. Meanwhile, remedial work must be done imperatively after evaluation. La période des évaluations n'est pas impérative. Chaque établissement s'adaptera en fonction de son évolution. Les remédiations par contre doivent se faire impérativement après les évaluations.		
02	12 sept - 16 sept 2022				
03	19 sept - 23 sept 2022				
04	26 sept - 30 sept 2022				
05	03 oct - 07 oct 2022				
06	10 oct - 14 oct 2022				
07	17 oct - 21 oct 2022				
08	24 oct - 28 oct 2022				
09	31 oct - 04 nov 2022				
10	07 nov - 11 nov 2022				
11	14 nov - 18 nov 2022				
12	21 nov - 25 nov 2022				
2^e TRIMESTRE / 2nd TERM					
01	28 nov - 02 dec 2022	KNOWLEDGE ACQUISITION / APPRENTISSAGE DES RESSOURCES ASSIMILATION ACTIVITIES/ ACTIVITES D'INTEGRATION			
02	05 dec - 09 dec 2022				
03	12 dec - 16 dec 2022				
<i>19 Dec 2022 - 03 Jan 2023 1^{ère} 1st BREAK/ INTERRUPTION</i>					
04	03 Jan - 06 jan 2023	KNOWLEDGE ACQUISITION/ APPRENTISSAGE DES RESSOURCES ASSIMILATION ACTIVITIES / ACTIVITES D'INTEGRATION (soit 420 heures d'enseignement / apprentissage minimum/ At least 420 teaching/ learning hours) ASSESSMENT/ EVALUATIONS REMEDIAL WORK/ REMEDIATION <i>Semaine de la jeunesse/Youth Week: 6-11 Fév/Feb 2023</i> <i>Semaine nationale du bilinguisme/National Week of Bilingualism : 27 Jan -03 fév/Feb 2023</i>	The evaluation period is not imposed. Each school shall adapt according to its syllabus coverage. Meanwhile, remedial work must be done imperatively after evaluation. La période des évaluations n'est pas impérative. Chaque établissement s'adaptera en fonction de son évolution. Les remédiations par contre doivent se faire impérativement après les évaluations.		
05	09 jan - 13 jan 2023				
06	16 jan - 20 jan 2023				
07	23 jan - 27 jan 2023				
08	30 jan - 03 fév/Feb 2023				
09	06 fév/Feb - 10 fév/Feb 2023				
10	13 fév/Feb- 17 fév/Feb 2023				
11	20 fév/Feb- 24 fév/Feb 2023				
12	27 fév/Feb - 03 mar 2023				
3^e TRIMESTRE / 3rd TERM					
01	06 mar - 10 mar 2023			KNOWLEDGE ACQUISITION/ APPRENTISSAGE DES RESSOURCES ASSIMILATION ACTIVITIES/ ACTIVITES D'INTEGRATION ; ASSESSMENTS/ ÉVALUATIONS REMEDIAL WORK/ REMEDIATION (soit 175 heures d'enseignement / apprentissage minimum / At least 175 teaching/ learning hours)	The evaluation period is not imposed. Each school shall adapt according to its syllabus coverage. Meanwhile, remedial work must be done imperatively after evaluation. La période des évaluations n'est pas impérative. Chaque établissement s'adaptera en fonction de son évolution. Les remédiations par contre doivent se faire impérativement après les évaluations.
02	13 mar - 17 mar 2023				
03	20 mar - 24 mar 2023				
04	27 mar - 31 mar 2023				
05	03 avr/Apr - 07 avr/Apr 2023				
<i>31 mar - 17 avr/apr 2023 : 2^{ème} INTERRUPTION/2nd BREAK (Easter/Pâques: 9 April/avril 2023)</i>					
06	17 avr/apr - 21 avr/apr 2023	TEACHING/ KNOWLEDGE ACQUISITION/APPRENTISSAGE DES RESSOURCES ASSIMILATION ACTIVITIES/ ACTIVITES D'INTEGRATION ASSESSMENTS /ÉVALUATIONS (soit 245 heures d'enseignement / apprentissage minimum/ At least 245 teaching/ learning hours) <i>Début Ramadan/ Ramadan start: 22/ 23/Mars/March 2023</i> <i>Fête nationale/National Day : 20 Mai/May 2023</i> <i>Ascension : 18 Mai/May 2023</i>	The evaluation period is not imposed. Each school shall adapt according to its syllabus coverage. Meanwhile, remedial work must be done imperatively after evaluation. La période des évaluations n'est pas impérative. Chaque établissement s'adaptera en fonction de son évolution. Les remédiations par contre doivent se faire impérativement après les évaluations.		
07	24 avr/apr - 28 avr/apr 2023				
08	01 mai/may - 05 mai/May 2023				
09	08 mai/may - 12 mai/May 2023				
10	15 mai/may - 19 mai/May 2023				
11	22 mai/may - 26 mai/May 2023				
12	29 mai/may - 02 juin/June 2023				
Du 15 mai/May - 28 juil/Jul 2023 : OFFICIAL EXAMINATIONS AND RESULTS/ EXAMENS OFFICIELS ET RESULTATS Du 31 juil/Jul - 28 août/Aug 2023 : HOLIDAYS FOR TEACHING STAFF/ CONGE DU PERSONNEL ENSEIGNANT					

SERVICES DU PREMIER MINISTRE
VISA
 - 007281 JE 18 AOU 2022
PRIME MINISTER'S OFFICE