

**DECREE No. 2019/687 of 26 December 2019  
to reorganize the Grand Chancellery of  
National Orders**

**THE PRESIDENT OF THE REPUBLIC,**

**Mindful of** the Constitution;

**Mindful of** Law 2019/7 of 25 April 2019 to lay down rules governing national orders;

**Mindful of** Decree No. 2011/412 of 9 December 2011 to reorganize the Presidency of the Republic,

**HEREBY DECREES AS FOLLOWS:**

**Chapter I**  
**General Provisions**

**Article 1:** This decree relates to the reorganization of the Grand Chancellery of National Orders.

**Article 2:** The Grand Chancellery of National Orders shall be under the authority of a Grand Chancellor of National Orders, appointed by decree of the President of the Republic.

**Article 3:** The Grand Chancellor shall:

- preside over Councils of the Orders and Commissions;
- administer the Orders and Medals;
- propose to the Councils of Orders and Commissions of Medals disciplinary action to be taken against members of various Orders and Medals;
- award insignia of Commander and Grand Officer of the Order of Valour, as well as the insignia of Grand Cordon of the Cameroon Order of Merit where the Head of State is unavoidably absent;
- award the Grand Cordon of the Order of Valour to the Head of State;
- sign certificates of Officer and Knight of the Order of Valour; Knight, Officer and Commander of the Cameroon Order of Merit as well as other medals, in particular the Agricultural Order of Merit, Sports Order of Merit, Medal of Valiancy, Medal of Merit of the Forces of Law and Order;

- submit the lists of personalities recommended by Councils and Commissions to the Head of State for approval.

**Article 4:** For the purposes of its mandate, the Grand Chancellery of National Orders shall have:

- a Private Secretariat;
- a Secretariat General.

## Chapter II Private Secretariat

**Article 5:** Under the authority of a Head of Secretariat, the Private Secretariat shall be responsible for the private affairs of the Grand Chancellor.

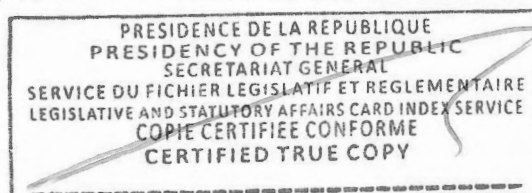
## Chapter III Secretariat General of the Grand Chancellery

**Article 6:** The Secretariat General of the Grand Chancellery shall be headed by a Secretary-General appointed by decree of the President of the Republic. He shall deputize for the Grand Chancellor where the latter is absent.

**Article 7: (1)** The Secretary-General of the Grand Chancellery shall, under the authority of the Grand Chancellor of whom he shall be the closest aide, coordinate the activities of the internal structures of the Grand Chancellery.

In that capacity, he shall:

- provide secretarial services to the Councils of all the Orders and Commissions provided for by the instruments in force;
- ensure the functioning of the services of the Grand Chancellery;
- draw up the programme of action and the activity report of the Grand Chancellery;
- prepare draft tables on the breakdown of annual quotas of decorations in accordance with the instructions of the Grand Chancellor;
- prepare draft instruments relating to the National Orders and Medals of the Republic;
- keep up-to-date the database of National Orders and Medals of the Republic;
- prepare draft decisions on disputes pertaining to National Orders in accordance with the instructions of the Grand Chancellor;
- prepare draft decisions relating to disciplinary action to be taken against members of various Orders, to be submitted to the Council of each Order by the Grand Chancellor;



- prepare decisions of the Grand Chancellor on all matters falling within his purview;
- keep and maintain the seal of the Grand Chancellery.

(2) In addition, he/she shall perform any other tasks that may be assigned by the Grand Chancellor or the Grand Master of National Orders.

**Article 8:** The Secretariat General shall comprise:

- the National Orders Unit;
- the Military Honours and Medals of the Republic Unit;
- the General Affairs Service;
- the Calligraphy Bureau; and
- the Computer System Maintenance Bureau.

### I - Units

**Article 9:** (1) Under the authority of a Unit Head, the National Orders Unit shall be responsible for preparing ordinary nomination and promotion files to be submitted to the Councils of National Orders.

(2) It shall study and prepare:

- exceptional or posthumous decoration recommendations to be submitted the Grand Master of National Orders;
- draft instruments to authorize the wearing of foreign decorations awarded to nationals.

(3) Besides the Unit Head, it shall comprise 2 (two) Assistant Research Officers.

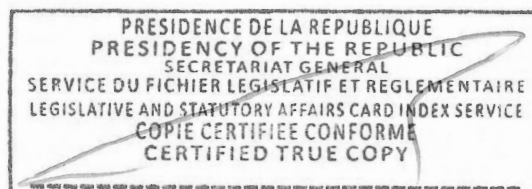
**Article 10:** (1) Under the authority of a Unit Head, the Military Honours and Medals of the Republic Unit shall be responsible for preparing nomination and promotion files for military honours and medals of the Republic.

(2) It shall study all exceptional or posthumous decoration recommendations prepared by the heads of various corps for their members of defence or security forces;

(3) Besides the Unit Head, it shall comprise 2 (two) Assistant Research Officers.

### II - The General Affairs Service

**Article 11:** (1) Under the authority of a Service Head, the General Affairs Service shall be responsible for:



- managing the staff;
- ensuring financial management and stores accounting;
- handling all mail sent to the Grand Chancellery; and
- managing the stock of decorations and insignia.

(2) It shall comprise:

- the Personnel Bureau;
- the Finance Bureau;
- the Mail Bureau; and
- the Stores Accounting Bureau.

#### Chapter IV Miscellaneous and Final Provisions

**Article 12:** Annual recurrent and investment appropriations, notably for the acquisition of decorations, shall be included in the State budget for the Grand Chancellery.

**Article 13:** The Secretary-General, Unit Heads and Assistant Research Officers shall have the rank and prerogatives of Technical Adviser at the Presidency of the Republic, Sub-director and Service head, respectively.

**Article 14:** Officials of the Grand Chancellery of National Orders shall be entitled to the benefits granted to officials of similar ranks at the Secretariat General of the Presidency of the Republic.

**Article 15:** As and when necessary, the Secretary-General of the Grand Chancellery may issue a service memo outlining the practical organization of the work of the various units listed in Article 8 above.

**Article 16:** All previous provisions repugnant hereto, in particular, those of Decree No. 80/10 of 14 January 1980 relating to the internal organization of the Grand Chancellery of National Orders, are hereby repealed.

**Article 17:** This decree shall be registered, published according to the procedure of urgency and inserted in the Official Gazette in English and French.

Yaounde, 26 December 2019

