

UNIVERSITY OF BUEA

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REPUBLIC OF CAMEROON
PEACE-WORK-FATHERLAND

PRO-CHANCELLOR: Professor Edward Ako Oben
VICE-CHANCELLOR: Professor Ngomo Horace Manga
DVC/Teaching, Professionalization and Development of
Information and Communication Technologies: Professor Nol Alembong
DVC/Research, Cooperation and Relations with the Business World: Lucy Ndip née Ayamba, PhD
DVC/Internal Control and Evaluation: Professor Ayonghe Samuel Ndonwi
REGISTRAR: Ernest L. Molua, PhD

Your Ref.:

Our Ref: 2021/ /UB/D/AcA/TTSD/AA

Date: 24 FEB 2021

THE VICE-CHANCELLOR,

Service Note No. 2021/ 0038 /UB/AcA/TTSD/AA to authorize a
census of all Academic Staff of the University of Buea

Article 1: The following staff of the Office of Academic Affairs are hereby authorized to conduct a census of all Academic Staff of the University of Buea according to the following schedule:

S/N	Name	Designation	Schedule	Establishments	Venue
1.	Professor Ngomo Horace Manga	General Supervisor	09-12/03/2021	All	
2.	Professor Nol Alembong	President of Task Force	09-12/03/2021	All	
3.	Professor Pius Mbu Oben	Coordinator	09-12/03/2021	All	
Team 1					
4.	Professor Beatrice Fonge	Team Leader	09/03/2021	FSMS/FS/HTTTC	Faculty of Science Boardroom
			10/03/2021	FSMS	
			11/03/2021	FS	
			12/03/2021	HTTTC	
5.	Ms. Eunice Ntali	Member			
6.	Mr. Mwambo Ndiva	Member			
7.	Mr. Akana Christopher	Member			
Team 2					
8.	Dr. Lavngwa Moses	Team Leader	09/03/2021	ASTI/COT FA/FAVM	ASTI Boardroom
			10/03/2021	ASTI/COT	
			11/03/2021	FA	
			12/03/2021	FAVM	
9.	Mrs. Ngolle Charlotte	Member			
10.	Ms. Vivian Kengni	Member			
11.	Ms. Olivia Duala	Member			
Team 3					
12.	Ms. Ngamliya Honorine	Team Leader	09/03/2021	FHS/FLPS FED/FET	Faculty of Education Boardroom
			10/03/2021	FHS	
			11/03/2021	FLPS	
			12/02/2021	FED/FET	

13.	Mr. Nkwi George	Member			
14.	Ms. Bernadette Lambi	Member			
15.	Ms. Caroline Esally	Member			

Article 2: The census shall be organised on **09 March 2021** for newly recruited academic staff and from **10-12 March 2021** for old academic staff.

Article 3: All Academic Staff (new and old) should come along with photocopies of the following documents:

Old Staff

- a. Copy of Effective Presence (Not older than one month).
- b. Copy National Identity Card.

New Staff (Special recruitment and Numerical replacements since 2018)

- a. Copy of Effective Presence (Not older than one month).
- b. Copy of National Identity card.
- c. Copy of Offer of Employment.
- d. Certificate of Assumption of Duty.

Article 4: All Team Leaders are supposed to submit a report of this exercise to DVC/TIC on or before **15 March 2021**.

Article 5: All Heads of Establishment should prepare individual certificates of effective presence for all the concerned and equally cooperate with the Task Force for the success of this exercise

Buea, ^{26 FEB 2021}

Professor Ngomo Horace Manga
 Vice-Chancellor


cc:

- DVCs
- REG
- HOEs
- D/FinA
- D/AcA
- AO
- FC
- Archives