



TERMS OF REFERENCE

International Consultant on EU approximation of legislation relating to Public Financial Control

Job title:	International Consultant on EU approximation of legislation relating to Public Financial Control
Duty station:	Chisinau, Moldova
Reference to the project:	Building Institutional Capacity of the Ministry of Foreign Affairs and European Integration
Contract type:	Individual Contract (IC)
Expected workload:	Up to 30 working days
Starting date:	April 2014

BACKGROUND:

Relations between the Republic of Moldova (RM) and the European Union (EU) formally started with the signing of the Partnership and Cooperation Agreement (PCA) in 1994 that entered into force in 1998. The PCA established the basic principles of cooperation between RM and EU and was designed for a 10 year period.

The Partnership and Cooperation Agreement will soon be replaced by an Association Agreement which includes a Deep and Comprehensive Free Trade Area (DCFTA). The documents provide for political association and economic integration and have been initialed in Vilnius in November 2013.

For the Republic of Moldova the AA represents a reform agenda which is based on a comprehensive program of legal harmonization with EU *acquis communautaire*.

Quality standards and rules, sanitary rules, intellectual property rights, trade facilitation, public procurement and competition, energy trade and other, require a gradual rapprochement and the country undertook to approximate its legislative framework to the EU norms, standards and good practices as well as with relevant international instruments.

UNDP and its international partners are committed to assist Moldova, through technical and financial assistance, in promoting costly legal and institutional reforms that the Association Agreement entails.

The Project "Building Institutional Capacity of the Ministry of Foreign Affairs and European Integration (MFAEI)" aims at strengthening the institutional capacity of the MFAEI as lead institution in the AA negotiation process. In the same context, the Project seeks to contribute to developing EU integration capacities of key line ministries through aligning

relevant policies, administrative and institutional arrangements, legislation, procedures and best practices to EU standards and requirements.

Objective

The Project will contract an International Consultant to consult and raise capacity of the Moldovan Ministry of Finance in upgrading and EU approximating national legislation, institutional arrangements, procedures and best practices in the area of Public Financial Control.

This objective should be met through the following activities and through the following deliverables:

Key activities

1. Critically review the existing Public Internal Financial Control (PIFC) Law by:
 - Comparing the provisions of the PIFC Law with relevant EU law, policies and best practice;
 - Checking the provisions of the PIFC Law against comprehension and consistency, completeness and redundancy, feasibility, acceptance, administrative burden;
2. Support the Ministry of Finance in drafting legislation/legislative amendments and supporting documentation (e.g. legislative impact analysis).
3. Present the final mission report during a workshop with beneficiaries.

Deliverables

- Report on review the existing Public Internal Financial Control Law containing a comparative analysis with relevant EU law, policies and best practice.
- Draft legislation/legislative amendments and supporting documentation
- Workshop with beneficiaries including presentation of final mission report.

Result

A Public Internal Financial Control Law compliant with EU norms and best practices.

Resources

30 working days (a minimum 20 of which in Moldova) within maximum two missions.

Mission schedule:

The assignment shall be undertaken in the period April - May 2014 with detailed timetable to be agreed with the Beneficiaries.

The 30 working days allocated for this task should be used approximately as follows:

Deliverable/milestone	Indicative timeframe
Report on review the existing Public Internal Financial Control Law	15 days
Draft legislation/legislative amendments and supporting documentation	13 days
Workshop with beneficiaries including presentation of final mission report.	1 day
Reporting	1 day
Total	30

All deliverables should be agreed with the UNDP and the Ministry of Finance, and be provided in hard and electronic copy.

Institutional arrangements:

The International Consultant will work in close collaboration with the UNDP and the Ministry of Finance – for substantive aspects of the assignment, and under the direct supervision of the Project Manager – for administrative aspects.

The International Consultant will be located in the premises of the Ministry of Finance and will work closely with the Ministry's staff. The Ministry will provide the Consultant working space, access to Internet, printer and telephone line.

Payments shall be made upon acceptance of deliverables by beneficiary and UNDP Project Manager.

Qualifications Required:

Academic Qualification

- Relevant Bachelor degree in Economics, Accounting, Public Finance Management or other related field. Relevant Master's Degree or PhD would be an asset.

Experience

- Minimum 5 years' work experience in Public Finance Management;
- Recent experience in a senior position in a state institution\mandated body responsible for the implementation of Financial and Managerial Controls, Internal Audit, preferably involving a form of central oversight and/or harmonization of standards, practices and guidelines;
- Experience in preparation of major strategy and policy documents in the area of public financial management and the related legal framework
- Experience of working in an advisory role with a transition country that has implemented PIFC will be an asset

Competencies

- Strong interpersonal skills
- Ability to analyze, plan, communicate effectively orally and in writing, organize and meet expected results
- Ability to work in a team

Language requirements

- Fluency in written and spoken English. Knowledge of Romanian or Russian would be an asset.

Documents to be included when submitting the proposals:

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal: explaining why they are the most suitable for the work;
2. Financial proposal specifying a total lump sum amount;
3. Personal CV including past experience in similar projects and at least 3 references.