



TERMS OF REFERENCE

International Consultant in EU approximating Moldovan legislation on official control of poultry meat, in particular ante-mortem and post-mortem examination

Job title:	International Consultant in EU approximating Moldovan legislation on official control of poultry meat, in particular ante-mortem and post-mortem examination for the Moldovan National Food Safety Agency
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 25 working days
Starting date:	July 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 norms.

Exceeding the classical arrangements of free trade, DCFTA provides not only a mutual opening of markets for most goods and services but requires a gradual rapprochement of norms and standards such as

quality standards and rules, sanitary rules, intellectual property rights, trade facilitation, public procurement and competition, energy trade and other.

Except for European Economic Area and EU candidate states, never before has the EU opened its internal market to such an extent to a third country. This reality is possible due to the commitment of the Republic of Moldova to take over the *acquis communautaire*.

In exchange to effective implementation of EU legislation Moldova will gradually become part of the EU internal market.

A deeper economic integration through DCFTA will boost the country's economic growth, will create business opportunities and promote real economic modernization and integration into the EU. The direct result of establishing free trade area with EU is that citizens will benefit from higher quality and safer goods and services while manufacturers will be supported to access international markets.

UNDP and its international partners are committed to assist Moldova, through technical and financial assistance, in promoting costly legal and institutional reforms that DCFTA 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 provide assistance to the National Food Safety Agency (NFSA) in approximating the legislative framework on the official control of poultry meat, in particular ante-mortem and post-mortem examination, in line EU norms and practices.

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

Key activities

- Preparatory phase
 - Carry out, in close coordination with NFSA, a comprehensive analysis of the existing legal framework, facts and figures in the area of official control related to the poultry meat, in particular ante-mortem and post-mortem exam;
- Draft the methodology for performing of ante-mortem exam on poultry;
- Draft the methodology for performing of post-mortem exam on poultry;
- Draft technical instructions for the implementation of the food chain information communication.
- Perform at least one training session for NFSA staff on the documents elaborated.
- Develop a final mission report.

Deliverables

- Report on the existing legal framework, facts and figures in the area of official control related to the poultry meat, in particular ante-mortem and post-mortem exam
- Methodology for performing of ante-mortem exam on poultry
- Methodology for performing of post-mortem exam on poultry
- Technical instructions for the implementation of the food chain information communication

- Workshop with beneficiaries including presentation of final mission report.
- Final report

Result

NFSA capable of defining and implementing EU compliant system of official control related to the poultry meat, in particular ante-mortem and post-mortem exam

Resources

25 working days (a minimum 15 of which in Moldova) within maximum two missions.

Mission Schedule:

The mission shall be undertaken, tentatively, in the period July-August 2014 with detailed timetable to be agreed with the Beneficiaries.

The 25 working days allocated for this task should be used approximately as follows:

Deliverable/milestone	Indicative timeframe
Report on the existing legal framework, facts and figures in the area of official control related to the poultry meat, in particular ante-mortem and post-mortem exam	6 days
Draft the methodology for performing of ante-mortem exam on poultry	6 days
Draft the methodology for performing of post-mortem exam on poultry	6 days
Draft the technical instructions for the implementation of the food chain information communication legislative amendments and training materials	5 days
Workshop with beneficiaries including presentation of final mission report.	1 day
Reporting	1 day
Total	25

All deliverables should be agreed with the UNDP and NFSA, and be provided in English or Romanian, in hard and electronic copy.

Institutional arrangements:

The International Consultant will work in close collaboration with the UNDP and NFSA – 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 NFSA and will work closely with its staff. NFSA will provide the Consultant working space, access to Internet, printer and telephone line.

Qualifications Required:

Academic Qualification

- Relevant Bachelor degree in veterinary medicine, food safety area or other related area. Relevant Master's Degree or PhD would be an asset.

Experience

- Minimum 10 years of work experience in veterinary medicine or food safety area.
- At least 7 years of work experience in one or more EU Member States and / or current or former candidate states to the EU.
- Minimum 7 years of experience in counselling and/ or implementing legal harmonization processes in the field of veterinary medicine or food safety area.
- Experience in organizing animal health or food safety audits.

Competencies

- Strong analytical and drafting skills.
- Ability to analyse, plan, communicate effectively with stakeholders and present ideas clearly and effectively.
- Demonstrated interpersonal and diplomatic skills.
- Ability to enter new environments, adapt quickly and produce immediate results.
- Computer literacy - competent user of Microsoft Office programs.

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.**