



European Union High Level Policy Advice Mission to the Republic of Moldova

Terms of Reference

Short term local expert

Background

The EU High Level Policy Advisory Mission (EUHLPAM) is a project financed by the European Union and implemented by the UNDP. The objective of the project is to support the Government to implement its EU-integration related reform Agenda and in particular to assist the government in developing the capacities required for the implementation of the Association Agreement, including the Deep and Comprehensive Free Trade Area, as well as the Visa Liberalisation Action Plan. Specifically, the project aims at strengthening the policy-making, strategic planning and policy management capacities of selected line Ministries and State Agencies involved in the implementation of the Association Agreement and Visa Liberalization and at enhancing stakeholders' knowledge and awareness of EU policies, legislation and regulations in sectors strategic to the implementation of the Association Agreement including the Deep and Comprehensive Free Trade Area, and to the implementation of visa liberalization. The National Food Safety Agency (NFSA) benefits from EUHLPAM assistance through a high level policy adviser (EUHLPA).

Recent food safety incidents have demonstrated the need to establish appropriate measures in emergency situations ensuring that all foods, whatever their type and origin, and all feed should be subject to common measures in the event of a serious risk to human health, animal health or the environment. Such a comprehensive approach to emergency food safety measures should allow effective action to be taken and avoid artificial disparities in the treatment of a serious risk in relation to food or feed.

Recent food crises have also shown the benefits of having properly adapted, more rapid procedures for crisis management. These organisational procedures should make it possible to improve coordination of effort and to determine the most effective measures on the basis of the best scientific information. Therefore, revised procedures should take into account by the Authority's which are responsible for food safety.

According to the Strategy for Food Safety (2011-2015) approved by Government Decision no 747/2011, NFSA is the authority in charge of implementing the legislation in the area of food safety.

Article 16 of Law No 113/2012, which transposes into the national legislation the EC Regulation 178/2002, provides that in cases when it is considered or there are reasons to believe that a food that has been imported, produced, processed, manufactured or distributed is not in compliance with the food safety requirements, procedures to recall/withdraw the food in question from the market shall be immediately initiated.

The project is seeking to engage the services of a short term local expert on developing the procedures for recalling/withdrawing food from the market in accordance with the provision of article 16 of Law no 113/2012 in case of products considered unsafe for the consumers.

Position Title: Short Term Local Expert on developing the procedures for recalling/withdrawing food from the market in accordance with the provision of article 16 of Law no 113/2012





European Union High Level Policy Advice Mission to the Republic of Moldova

Duty Station: Chisinau, Republic of Moldova

Type of Contract: Individual Contract

Duration of the Contract: 5 March – 30 May 2015 (up to 30 working days)

Reporting to: EUHLPA to NFSA and the EUHLPAM project manager

Description of Responsibilities:

The local expert will support the development of the procedures for recalling/ withdrawing food from the market in accordance with the provision of article 16 of Law no 113/2012.

The local expert will report primarily to EUHLPA to NFSA and the EUHLPAM project manager.

Key Responsibilities:

- carry out, in close coordination with NFSA, a comprehensive critical analysis of the existing legal framework, facts and figures in the area of recall/withdrawal of food from the market;
- develop the procedures for recalling/withdrawing food from the market in accordance with the provision of article 16 of Law no 113/2012;
- prepare and deliver training for staff involved in the implementation of the procedures prepared. Follow-up on training conclusions and report to NFSA management on next steps;
- present final report.

The above responsibilities will be carried out through but not limited to: draft proposals, researched options, presentations and other relevant documentation as well as provision of technical on-the-job support required for the fulfilment of ToR.

Deliverables, activities, and milestones shall follow this tentative schedule:

Deliverable/milestone	Indicative timeframe
1. Inception study	3 days
2. Report on existing legal framework, facts and figures in the area recall/withdraw food from the market.	5 days
3. Develop the procedures for recalling/withdrawing food from the market in accordance with the provision of article 16 of Law no 113/2012	15 days
4. Training of the staff involved in the implementation of the procedures prepared. Follow-up on training conclusions and report to NFSA management on next steps	5 days



European Union



United Nations Development Programme
is the implementing partner



European Union High Level Policy Advice Mission to the Republic of Moldova

5. Prepare and present the final report	2 days
---	--------

The local expert is required to operate according to the Mission's Code of Conduct, which constitutes an integral part of the contract, and a prioritised work plan agreed with the adviser to National Food Safety Agency and the project manager.

Qualifications and skills:

I. Academic Qualifications:

- Masters' Degree in agriculture, agronomy, food safety, or similar. A Bachelor's Degree in the same areas combined with 7 years of experience in the sector will serve in lieu of a Master's Degree.

II. Years of experience:

- Preferably 7 years of professional experience;
- At least 5 years of professional experience linked to the policy advice and/or capacity building in the food safety and/or public administration;
- Proven experience of working with implementation of working with food safety procedures in the public and/or private sector.

III. Competencies:

- Excellent communication skills;
- Proven report writing skills;
- Computer literacy;
- Fluency in written and spoken English;
- Fluency in Romanian language.

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 and providing a brief methodology on how they will approach and conduct the work
2. Financial proposal;
3. Personal CV including past experience in similar assignments, the duly filled Personal History Form (P11) and at least 3 names for a reference check.

