

## Terms of Reference

### **NATIONAL CONSULTANT to organize local activities within the project “Improving criminal justice responses to trafficking in persons in south Eastern Europe with a focus on Moldova” (UNODC Vienna)**

<b>Location:</b>	Republic of Moldova
<b>Reference to the project:</b>	“Improving criminal justice responses to trafficking in persons in south Eastern Europe with a focus on Moldova” (implemented by HTMSS <sup>1</sup> )
<b>Application Deadline:</b>	February 15, 2013
<b>Type of Contract:</b>	Individual Contract (IC)
<b>Languages Required :</b>	English, Romanian and Russian
<b>Duration of Assignment:</b>	6 months
<b>Starting Date: (date when the selected candidate is expected to start)</b>	February 25, 2013

## **I. BACKGROUND**

Over the past several years, there has been increasing awareness and recognition amongst Member States on the need for an effective and coordinated response to trafficking in persons. The crime of trafficking is often transnational and virtually affects every country in the world, either as a country of origin, transit or destination or a combination of the three. Victims from at least one hundred twenty-seven countries have been found to be exploited in one hundred thirty-seven States. Moreover, suspects, victims and evidence can be located in two or more countries, further complicating the investigation and prosecution of already complex crimes. In contrast, criminal justice responses to trafficking in persons (criminal laws, law enforcement agencies, prosecution services and the courts) are typically structured and generally only operate within the confines of national borders. The disjuncture between the reality of transnational crime and the limits of national systems presents a significant challenge to the ability of countries to effectively respond to trafficking in persons.

The regular monitoring of the implementation of the United Nations Convention against Transnational Organized Crime (UNTOC)<sup>2</sup> and its supplementing Protocols, in particular the Protocol to Prevent, Suppress and Punish Trafficking in Persons, especially Women and Children (Trafficking in Persons Protocol), indicate that the criminal justice systems in South Eastern Europe (SEE) are still not sufficient enough to provide effective responses to human

<sup>1</sup> Human Trafficking and Migrant Smuggling Section, UNODC HQ, Vienna

<sup>2</sup> GA resolution 55/25 of 15 November 2000

trafficking, despite the existence of relevant national legislation, action plans and respective structures.

Among SEE countries Moldova was identified as a major source country, and, to a lesser extent, a transit and destination country for women and girls trafficked for sexual exploitation, and for men, women, and children trafficked for forced labour exploitation. Moldovan women are subjected to forced prostitution in Turkey, Russia, Cyprus, the United Arab Emirates, Austria, Bulgaria, Germany, Kosovo, Israel, Indonesia, Malaysia, Lebanon, Italy, Greece, Ukraine, the Czech Republic, Romania, Poland, Slovenia, Spain, Tajikistan, and Ukraine. Men, women, and children are subjected to conditions of forced labour in Russia, Ukraine, Turkey, UAE, Israel, Greece, and the United States in the construction, agriculture, and service sectors. Men, women, and children are also subjected to conditions of forced labour and sexual exploitation in Slovenia, Spain, the Netherlands, and Ukraine. According to the 2012 Trafficking in Persons Report of the U.S. Department of State, though the Government of Moldova is making significant efforts to do so, it does not fully comply with the minimum standards for the elimination of trafficking.

The Project “Improving Criminal Justice Responses to Trafficking in Persons in South Eastern Europe with a focus on Moldova” (the Project) is primarily designed to improve the criminal justice responses of Moldova to trafficking in persons through increasing operational capacity to investigate and disrupt human trafficking activities. The Project also aims at enhancing regional cooperation among justice and home affairs institutions of Moldova and identified countries in the SEE region, through intensive international knowledge exchange, institutional strengthening and capacity building measures.

The Project builds upon lessons learned and expertise developed as a result of UNODC’s well-established field presence in SEE and activities that took place under previous projects. It will be implemented under the overall supervision of the substantive sections of UNODC headquarters (HQ), such as the Human Trafficking and Migrant Smuggling Section (HTMSS). A UNODC national consultant in Moldova will help to execute the Project, in partnership with the relevant justice and home affairs institutions in Moldova, and in close cooperation with UNODC’s HTMSS. In order to create synergies and maximize cost-effective impact, the Project will also build upon and complement on-going UNODC projects on and other efforts against human trafficking in the region. Furthermore, the Project will make use of all capacity building materials already developed by UNODC, such as training manuals and toolkits.

The Project will directly address the needs and constraints of the law enforcement and judicial sector in Moldova by conducting a comprehensive legislative and capacity needs assessment to identify problems encountered by investigative bodies, prosecutors and courts in bringing human traffickers to justice. The Project will enhance the existing law enforcement and criminal justice mechanisms against trafficking in persons by enabling criminal justice practitioners to

appropriately respond to the challenges of the crime, through strengthening the relevant national training structure.

The Project will enhance the regional cooperation among relevant institutions of Moldova and target countries in the SEE region, through intensive international knowledge exchange, institutional strengthening and capacity building measures, and through enabling criminal justice actors to make effective use of mechanisms for international cooperation in criminal matters.

Project sustainability will be ensured through catalyzing lasting change on the levels of policy, institutional and human capacities through strengthening the training structures and through networking of expertise at the regional level. Furthermore, the Project will contribute to making more efficient use of already available technical, human and other available resources.

## **II. MAIN OBJECTIVES OF THE ASSIGNMENT**

The HQ UNODC Human Trafficking and Migrant Smuggling Section, issues this call for proposals for a national consultant to undertake and support the implementation of several activities in Moldova within the project “Improving criminal justice responses to trafficking in persons in south Eastern Europe with a focus on Moldova” according to consultancy deliverables. The aim of the project/consultancy is to strengthen criminal justice responses to trafficking in persons in Moldova, through national capacity building based on a needs assessment and enhancement of regional cooperation among justice and home affairs institutions of Moldova and targeted countries in the SEE region.

## **III. DUTIES AND RESPONSIBILITIES OF THE CONSULTANT**

Under the guidance and direct supervision of the UNODC HTMSS, the National Consultant contributes to an effective and efficient assistance for implementation of the trafficking in persons project component, through a range of actions/activities contributing to the design, planning, and management and monitoring of consultancy work plan activities, and shall:

1. Provide assistance to the UNODC HTMSS team in implementing local activities within the project;
2. Develop, update and regularly revise the consultancy project workplan in close co-operation with UNODC HTMSS;
3. Ensure an efficient monitoring of the activities carried out in the consultancy project work plan, coordinated previously with HTMSS;
4. Local arrangements and logistic support to the HTMSS team, including providing assistance to consultants, as required;
5. Organization and follow-up of workshops and written materials;
6. Facilitate all arrangements for assessment, training sessions, conference and other events to be conducted under the project;

7. Arrange to evaluate effectiveness of training sessions, group meetings and the subsequent use by staff of the skills developed;
8. Support in assembling briefing materials and documentation for their use in official meetings and missions, and manage routine communication;
9. Collect statistical information as required;
10. Prepare and ensure timely submission of the Consultancy Activity Project Progress Reports ;
11. Provide substantive input to the development of assessment, training and other relevant workshop materials;

**The above mentioned tasks are suggested to the consultant, but are flexible to adjustment.**

#### **IV. DELIVERABLES/MILESTONES**

The national consultant is expected to deliver the following outputs:

1.	The consultancy project <b>work plan</b> is develop, updated and regularly revised in close co-operation with UNODC HTMSS;
2.	Meetings between relevant local authorities, non-governmental as well as international organizations and UNODC personnel is organized;
3.	Substantive and logistic support to the delivery and follow-up of <b>three training workshops</b> is provided;
4.	Validation workshop and contribution to the validation of the assessment findings is performed;
5.	Logistic support to the local translation and printing of relevant publications and training materials is offered;
6.	The plan for and logistic support to the organization of <b>two study visits</b> of Moldovan practitioners to European countries is drafted;
7.	Substantive and logistical support to a regional workshop on international law enforcement cooperation is prepared;
8.	Input to the identification of problems encountered by investigative bodies, prosecutors and courts in bringing human traffickers to justice and the overall assessment report, as needed offered;
9.	Logistical support to UNODC staff and international consultant(s) is provided
10.	Consultancy Activity Progress Reports and any other required progress reports prepared by project personnel or experts, is timely prepared and submitted if needed;
11.	Final Activity report is presented

#### **V. MONITORING AND REPORTING REQUIREMENTS**

The national consultant will report directly to UNODC HTMSS.

## **VI. CLIENT'S CONTRIBUTION**

UNODC HTMSS will facilitate access to any available information in relation to the assignment that may be needed by the national consultant and help coordinate the Project implementers, national authorities and other stakeholders. The national consultant is expected to carry out all the work in close collaboration with and report to the UNODC HTMSS.

## **VII. EXPERIENCE AND QUALIFICATIONS REQUIREMENTS**

The consultant must meet the following qualifications:

- At least a Master's Degree or equivalent in law, preferably with a specialization in international law and criminal law, international relations, or Public Administration or related field connected with criminal justice;
- A minimum of seven years of progressively responsible professional experience in project or programme management in an area related to crime prevention and criminal justice, preferably with a focus on human trafficking or closely related issues, is required;
- Sound knowledge of national and regional institutional and legal framework in the area of criminal justice;
- Ability to work independently and take initiative;
- Good knowledge of English, Romanian and Russian is required.
- Computer literacy and ability to effectively use office technology equipment, IT tools.

*Personal attitudes and qualities: Responsibility, ability to meet deadlines and prioritize multiple tasks, good interpersonal and communication skills, organizational skills, creative approach in solving problems, punctuality and flexibility.*

## **VIII. DURATION OF SERVICE AND TERMS OF PAYMENT**

This consultancy is expected to begin during the second half of February 2013 and last until 31 December 2013. The actual work time foreseen for this consultancy is estimated at 6 months, but this can be adjusted to assessed needs at the moment the contract will be issued.