

TERMS OF REFERENCE

Call for an EU expert to moderate and facilitate the following two project events: one 4-day workshop focused on best practices of judicial cooperation regarding the fight against trafficking of human beings (February 2019) and one 2-day international conference on advanced financial investigation to combat trafficking of human beings (May 2020)

The Prosecutor's Office attached to the High Court of Cassation and Justice, acting as Coordinator of the EU-funded project ISFP-2017-AG-THBX-815267-**WESTEROS “Enhancing the fight against trafficking of human beings and its proceeds through advanced financial investigation”**, intends to contract **one EU expert specialized in combating trafficking of human beings (THB) and/or financial investigations related to THB.**

The expert will take part as **moderator/facilitator** to the following two project-based activities: **one 4-day workshop** (planned for beginning of February 2019) in Bucharest for 25 THB practitioners from 13 EU MS (prosecutors, police, investigators, specialists etc.) and **one 2-day final conference** on advanced financial investigation to fight THB to be attended by 50 EU participants (planned for May 2020), within the above mentioned project.

Project Coordinator

[Prosecutor's Office attached to the High Court of Cassation and Justice in Romania](#), 12 Libertății Blvd., District 5, Bucharest, Romania

Internal direct beneficiary: [Directorate for Investigating Organized Crime and Terrorism](#) (DIICOT)



Project partners

1. Bundesministerium fuer Inneres (BMI), Austria
2. Openbaar Ministerie - College van Procureurs Generaal (OM), the Netherlands

Number and title of the position

One facilitator/moderator expert from an EU Member State in the field of combating trafficking of human beings and/or financial investigations related to THB

Location:

Bucharest/Romania

Working language:

English

Project description/ Context

The WESTEROS project intends to **improve and consolidate the exchange of information at strategic and operational level between project partners** in order to gain a broad understanding of the most recent trends in trafficking in human beings and in tracing the proceeds of crime resulted from this activity.

The project partners from Austria, the Netherlands and Romania seek to **improve the capacity of LEAs in identifying the illegal financial networks** generated by the trafficking in human beings, to seize the proceeds of crime and to dismantle the criminal networks. The activities in the project will help the three partner countries to **improve the exchange information related to special investigation techniques and joint investigation teams**, and to promote an active cooperation through JITs, the newly European Investigation Order, seizing orders, etc.



The project will ensure a proper environment for **good practices exchange**, identify the proceeds of crimes, self-money laundering, the accompanying crimes (to trafficking in human beings), and to set up a „financial tracking”.

Purpose of the service contract

- to achieve a high degree of quality for the project events: workshop (to be attended by 25 EU practitioners) and final conference (to be attended by 50 EU participants)
- to facilitate the exchange of good practices in financial investigations related to THB, judicial cooperation matters, EIOs and JITs in the THB domain

Specific tasks performed by the expert

1. Design and prepare events materials e.g. presentations, case studies, practical examples for both workshop and final conference
2. Contribute to the final version of the workshop and conference agendas
3. Draft a report on the February 2019 workshop findings i.e. identified best practices
4. Facilitate events discussions and exchange of good practices through appropriate facilitation techniques, quality updated information and practice-oriented methods
5. Liaise with the project team and the second expert from the moderating team (*the latter is contracted separately*)
6. Encourage networking among participants to the events.

Venues

Workshop: Bucharest, Romania @ the Headquarters of the [Directorate for Investigating Organized Crime and Terrorism](#) (DIICOT), 24 Calea Grivitei, District 1

Final Conference: Bucharest, Romania, *to be determined*

Timeframe for the contract

January 2019 – June 2020



Duration: 6 days (4-day workshop in February 2019 and 2-day conference in May 2020).

Contract budget

1. **Expert Fee (tax included):** 6 days x 350 euros/day = 2100 euro
2. **Additional expenses included:**
 - daily subsistence allowance ¹: (max.) 7 overnights x 190 euro = 1330 euro
 - travel costs: average 400 euro/ flight x 2 return international flights= 800 euro. Tickets will be purchased directly by the Project Coordinator.

Profile and qualifications

1. General requirements

- Should be an EU citizen, working for a public or private entity (national, regional or international) handling the THB domain and/or financial investigations related to THB, as investigator, examiner, police, examining magistrate, prosecutor etc. Please see **Note#2**.
- A minimum of 7 years of professional experience as a prosecutor/ judge/ police/ judicial expert/ investigator/ academic, as well as a good reputation in the profession
- Excellent presentation skills in English – B2/C1 level
- Bachelor degree in law, political sciences, economics, engineering or equivalent
- Master degree or Ph.D. in law is considered an advantage
- Project experience is considered an advantage.

2. Specific requirements

- A minimum of 2 years of experience as an facilitator/ expert / lecturer / trainer /key-note speaker/guest speaker/ rapporteur in working groups, training activities in national/ international context
- A minimum of 5 years of experience in combating THB and/or financial investigations related to THB

¹ The daily subsistence allowance (DSA) is paid as a flat-rate amount and covers hotel, breakfast and dinner (lunch is included in the event pack), and any other personal daily expenses, including local transport.



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- Sound knowledge of the EU standards in the subject of the project
- Experience in judicial/police international cooperation

Selection criteria (100 points)	Points awarded
Minimum 7 years of professional experience as a prosecutor/ judge/ police/ judicial expert/ investigator/ magistrate /academic, as well as a good reputation in the profession <i>For 7 years of professional experience 15 points will be awarded, and each additional year will receive 1 point, up to 25 points</i>	25 points
Minimum of 2 years of experience as an facilitator/ expert / lecturer / trainer /key-note speaker / guest speakers / rapporteur in working groups, training activities in national/ international context <i>For 2 years of experience 15 points will be awarded, and each additional year will receive 2 points, up to 25 points</i>	25 points
Minimum of 5 years recent and continuous (preferably up to present) professional experience in the THB field and/or financial investigations related to THB <i>For 5 years of experience 15 points will be awarded, and each additional year will receive 1 point, up to 25 points</i>	25 points
Fluency in English - B2/C1 level	15 points
Professional experience in judicial/ police international cooperation	10 points

Note#1: In order to be considered for selection, a candidate must be awarded **minimum 60 points**. After the evaluation of all applications, the evaluation committee will rank the applicants in descending order according to the total score obtained with the applicant receiving the most points being ranked first.

Requested documents

In order to prove the compliance with the above mentioned requirements, the candidates should submit the following **four documents** (attachments no larger than 10 MB) to the e-mail address indicated below:

1. **Cover letter** which must include a *confirmation of availability* for the indicated schedule and a *draft agenda of the workshop*. The topics the



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draft agenda should consider are: the specifics of THB investigation and prosecution, challenges of financial investigations related to THB and aspects of international judicial cooperation (use of JITs, EIOs).

2. **Curriculum vitae**, preferably in Europass format
3. **Copy of the identity card /passport**
4. Documents **proving the language level for English OR a declaration of honour**

Other documents may be requested during the selection procedure by the selection committee: copies of the relevant university diploma(s), references, letters of recommendations from previous work places/ projects, copies of document(s) proving the professional experience

Note #2: According to the rules governing the grant agreement, a subcontracted expert cannot be currently employed by the Romanian Public Ministry (Prosecutor's Office attached to the High Court of Cassation and Justice) or by any of the project partners (BMI and OM). Also, the subcontracted expert cannot be employed by any EU institution, agency or body.

For any queries, please contact Mrs. Cristina PETRE, project manager: petre_cristina@mpublic.ro.

The applications should be sent by email to the address uip@mpublic.ro no later than **12th November 2018 (EOB)** with the following subject line: **WESTEROS – expert 1.**



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