

Terms of Reference

Title:	International Consultant (UNCAC Expert)
Organisational Section/Unit:	UNODC Sub-Programme 2: Anti-corruption
Name and title Supervisor:	Anti-corruption Programme Manager, Marie Pegie Cauchois (Myanmar)
Duty Station or home-based:	Yangon, Myanmar and travels as required
Proposed period:	1 January to 29 May 2020
Actual work time:	107 days
Fee Range:	Level C

1. Background of the assignment

The UNODC Country Programme for Myanmar (2014-2020) consists of five Sub-Programmes addressing drugs and crime in Myanmar, including Sub-programme 2: Anti-Corruption.

Under this Sub-programme, UNODC supports Myanmar to more effectively prevent, raise awareness of, detect, investigate and prosecute corruption. The support is provided in relation to four different outcome areas: (1) Improved legal and policy environment to support the Government anti-corruption efforts in line with international standards, (2) Enhanced institutional capacity to prevent, raise awareness of, detect, investigate and prosecute corruption, (3) Strengthened integrity of the judiciary and prosecution, and (4) Improved capacity of Civil Society Organisations and Private Sector to prevent and contribute to combating corruption.

As part of UNODC's support to enhance institutional capacity to counter corruption, the International Consultant will support efforts to strengthen the preventive capacity of the Anti-Corruption Commission (ACC)

The consultant will work under the overall supervision of the UNODC Anti-corruption National Programme Coordinator.

2. Purpose of the assignment

The International Consultant will support efforts to strengthen the prevention capacity of the Government of Myanmar through various capacity development activities and facilitate the progresses of prevention unit in the ACC and pilot ministries.

3. Specific tasks to be performed by the consultant

Under the supervision of the UNODC Anti-corruption National Programme Coordinator, the consultant will be tasked to perform the following duties:

Under the supervision of the UNODC Anti-corruption Programme Manager, the consultant will be tasked to perform the following duties:

- Work in close cooperation with the Anti-corruption Programme Manager and provide advice on the Myanmar anti-corruption policies, laws and regulations to ensure compliance with UNCAC.
- Support the ACC and other authorities involved with anti-corruption with the UNCAC implementation and the second review cycle of the UNCAC by advising and providing hands-on specialist expertise and facilitate peer learning;
- Assist the ACC the development of the corruption prevention unit and assist to build the capacity of the ACC unit and the prevention tools available.
- Track data and information on the progress on UNCAC implementation, provide research, advisory and programmatic support to the sub-Programme 2 (Anti-Corruption) team focusing on UNCAC Implementation and UNCAC Review processes;
- Help organize training activities and country level support for UNCAC implementation with a special focus on UNCAC Chapters II (Preventive Measures)) and strengthening the capacity of relevant anti-corruption partners ;
- Support and implement capacity development initiatives in the area of anti-corruption, integrity, transparency and public accountability based on the needs of national partners, private sector, CSOs and other stakeholders;
- Support the process of developing knowledge products, gleaned from instructive experiences and lessons learned at the national and international levels in the anticorruption domain;
- Provide support, as necessary, to UNODC's other priority areas as assigned by the Anti-corruption Programme Manager.

4. Expected tangible and measurable output(s)/deliverable(s):

(Tangible and measurable outputs, objectives and targets of the work assignment, as well as specific activities to achieve the required outputs and targets. As per ST/AI/2013/4, Section 3.2 (a))

- Needs assessment of ACC to identify priority areas for programme assistance to ACC prevention work, including gender sensitive policy, security, communication strategy
- Development of a Corruption Risk Assessment Guidelines in the fishery sector
- Development of Awareness Raising material and training on Corruption in the Fishery sector
- Review of the Whistleblower Protection draft law and drafting of related regulations
- Drafting of anti-corruption training for CSOs and media

5. Dates and details of deliverables/payments:

Deliverable	Outputs	Working Days	To be accomplished by (date)
-------------	---------	--------------	------------------------------

1	Needs assessment of ACC to identify priority areas for programme assistance to ACC prevention work, including gender sensitive policy, security, communication strategy	Need assessment questionnaire	20	29 January 2020
		First draft of the assessment	20	26 February 2020
2	Develop Corruption Risk Assessment Guidelines in the fishery sector and Support Awareness Raising and training on Corruption in Fishery	Concept note on the conduct of Corruption Risk assessment in the Fishery sector prepared	20	25 March 2020
		Awareness material prepared	10	8 April 2020
		Discussions with internal and external stakeholders conducted	15	29 April 2020
3	Review of the Whistleblower Protection draft law and drafting of related regulations	Feedback on the bill provided	10	13 May 2020
		First draft of the regulations	12	29 May 2020

Payments will be made upon satisfactory completion and/or submission of outputs/deliverables. *Please note that last payment must coincide with the end of the contract and must be identical to payment phases in the engagement of consultant/IC request.*

6. Indicators to evaluate the consultant's performance

- Outputs described in section 5) above have been achieved
- Quality and timeliness of the delivery of the outputs described in section 5) above

7. Evaluation Process and Criteria

Individual consultants will be evaluated based on the following methodology:

Preliminary Evaluation - Step I: Screening;

Technical Evaluation Weight - 70% = Step II: Shortlisting (100 points) and Step III: Desk Review; Financial Evaluation Weight - 30% = Step IV.

Scoring evaluation – Step V: Selection

Step I: Screening:

Applications will be screened and only applicants meeting the following minimum criteria (listed under education and experience) will progress to the pool for shortlisting.

Step II: Shortlisting by Desk Review:

UNODC will conduct a desk review to produce a shortlist of candidates and technically evaluate them.

As applicable, only the first top 3 ranked applicants achieving 70% of the points at this stage shall be considered for a desk review.

Step III: Desk Review Technical Evaluation:

The top 3 shortlisted candidates will be considered by the evaluation panel.

The technical qualification of the individual is evaluated based on the following technical qualification evaluation criteria (it depends on TOR):

- **Relevance of education – Max 10 points**
- Experience at least 10 years of progressively responsible relevant work experience in the field of anti-corruption - **Max 20 Points**
- Operational experience with UNCAC implementation, review, and self-assessment processes is essential - **Max 10 Points**
- Sound experience providing technical assistance to governmental institutions and in an international setting in corruption essential – **Max 10 points**
- Practical operational experience working in an anti-corruption agency, or an international organization, on prevention of corruption including on the issue of asset declaration, whistleblower protection and corruption risk assessment is required – **Max 10 points**
- Understanding of the concept of corruption in the fisheries sector - **Max 10 Points**

Step IV: Financial Proposal Evaluation:

The following formula will be used to evaluate financial proposal: Lowest Financial proposal/price of the proposal being evaluated X 30%. Lowest Financial Proposal refers to the lowest price offered by Offerors scoring at least 49 points in the technical evaluation.

Step V: Selection

The contract shall be awarded to the best applicant whose offer have been evaluated and determined as: responsive/compliant/acceptable and having received the highest combined weight technical proposal 70% + financial 30%= 100%”

8. Qualifications/expertise sought (required educational background, years of relevant work experience, other special skills or knowledge required)

Education:

A university degree in criminology, law, social science, management, and related disciplines or equivalent academic training from a recognized national police, customs or other training college.

Experience:

- At least 10 years of progressively responsible relevant work experience in the field of anti-corruption;
- Operational experience with UNCAC implementation, review, and self-assessment processes is essential;
- Sound experience providing technical assistance to governmental institutions and in an international setting in corruption essential.
- Practical operational experience working in an anti-corruption agency, or an international organization, on prevention of corruption including on the issue of asset declaration, whistleblower protection and corruption risk assessment is required.

- Understanding of the concept of corruption in the fisheries sector
- Good interpersonal skills and ability to establish and maintain effective partnerships and working relationships in a multicultural environment.
- Up-to-date knowledge and practical experience of UN Programmes, policies, guidelines and procedures are an asset.
- Experience in Myanmar in the field of anti-corruption is required.
- Experience dealing with media, CSOs and youths on anti-corruption issues is an asset
- Computer literacy.

Language:

- English and French are the working languages of the United Nations Secretariat. For this position, fluency in English, with excellent drafting and communication skills, is required. Knowledge of another United Nations official language, is an advantage.

Other special skills or knowledge required/desired:

- Knowledge of Myanmar is an advantage.