

### **Attachment 1: Generic Terms of Reference**

<b>1.</b>	<b>Background</b>	<p>The Project for the Civilian Oversight of Internal Security Sector Phase I, which was implemented jointly by Ministry of Interior (Mol) and United Nations Development Programme (UNDP) in 2007-2010, aimed to raise the awareness of the Mol about the concept of civilian oversight. The 1<sup>st</sup> Phase also assessed the gaps vis-à-vis European Union (EU) standards in Mol and developed the concept of “local governance of Internal Security Forces (ISFs)”. The 2<sup>nd</sup> Phase of the Project was implemented in 2012-2014 and designed to expand and institutionalise the introduced approaches and piloted structures of 1<sup>st</sup> Phase.</p> <p>Second Phase was implemented from the perspective of improving (1) the capacity of Mol staff and provincial-sub provincial administrators to exercise oversight of policing and the homogeneity of the laws regulating the internal security forces; (2) the coherence of oversight arrangements that govern interactions between, on the one hand, the civilian administrators at provincial levels, sub provincial levels and, on the other hand, the Police and the Gendarmerie and Coast Guards; and, (3) the temporary coordination and consultation mechanisms by the Governors and District Governors so that the current oversight systems can expand rights and freedoms enjoyed by citizens.</p> <p>The two phases of the Project have identified the main requirements for an effective and human centred civilian oversight mechanism over the internal security sector. Building on the recommendations and results of the former phases, the 3<sup>rd</sup> Phase of the Project at hand is designed to deepen Phase I and II results in terms of organisational changes and put pilot local boards into practice in most provinces of Turkey. This new Phase will also support the Government in establishing the best model for ISF and its effective functioning under Mol in line with international principles and best practices in the EU. This new Phase is also in conformity with the priorities of the Accession Partnership and EU/Commission policies by supporting the ongoing work of Turkey. Assessment of various progress reports of the European Commission along with the policy endeavours of Turkey to address gaps in the civilian oversight and the outputs of the partnership of Turkey jointly achieved with UNDP and the Delegation of the European Union to Turkey (EUD) are the basis of the Project. The Project (CO III) is accepted under the 2014 Action Document for Fundamental Rights Sub-Field prepared by the Directorate for EU Affairs (DEUA) Department of Political Affairs under the Ministry of Foreign Affairs as the Lead Institution. The target groups are the Ministry of Interior, including provincial</p>
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		<p>administrations and internal security forces and the Grand National Assembly of Turkey. The MoI General Directorate for Provincial Administrations is the main beneficiary of the Project, whereas the UNDP will provide technical assistance to the MoI for efficient and effective implementation of the Project.</p> <p>The Project is composed of 4 components:</p> <p><b>Component A</b> - Legislative and Institutional Framework: This component aims to improve, the training curriculum, strategies and the basic legislative and regulatory framework governing the Police, Gendarmerie and Coast Guard as well as the Local Security System in the light of civilian/democratic oversight and accountability principles. It is also planned that the performance evaluation system of MoI over ISFs will be strengthened through the Project.</p> <p><b>Component B</b> - Parliamentary Oversight: This component aims to develop a strategy to systematically oversee the work of ISFs through the work of relevant Commissions of the Grand National Assembly of Turkey.</p> <p><b>Component C</b> - Scaling Up of the Pilot Security Governance Structures: This component aims to scale up the pilot security governance structures called Local Prevention and Security Boards (LPSBs) nationwide and support their effective functioning through capacity development and technical assistance.</p> <p><b>Component D</b> - Individual and Institutional Capacity Building: This component aims to build institutional and individual capacities of the Governors, District Governors and citizens to enhance the understanding and internalisation of citizen-focused security services.</p>
2.	<b>Purpose and Scope</b>	<p>The overall objective of the Project is to enable the transition to civilian and democratic oversight of internal security system based on good governance principles and a human-centered understanding of security and public safety.</p> <p>The specific objective of the Project is to ensure the institutionalization of civilian and democratic oversight of internal security forces and the inclusion of citizen-focused participatory planning and implementation practices in line with EU acquis and best international practices.</p> <p>To realize the objectives of the project, short term local consultancy services are sought to serve for implementation of activities under 4 Components.</p> <p>The purpose of the assignments on a component basis are as follows:</p>

		<p><b>Component A:</b></p> <ul style="list-style-type: none"> <li>- Conducting review of the police and gendarmerie basic laws, in the light of civilian oversight and accountability principles provided by EU and international standards and best practices,</li> <li>- Preparing report for improvement of the performance evaluation system of ISFs,</li> <li>- Drafting legal baseline for establishment of national crime prevention office,</li> <li>- Drafting national strategy for crime prevention and security plans,</li> <li>- Preparing comparative and gap analyses report for curriculum of the ISFs,</li> <li>- Analysis of the needs of the training system of the Gendarmerie and Coast Guard Academy (GCGA), in line with international best practices/standards ensuring civilian and democratic oversight of internal security from a fundamental rights perspective</li> <li>- Review of the GCGA curriculum addressing middle and high-level managers,</li> <li>- Drafting a module on civilian and democratic oversight of ISFs,</li> <li>- Developing a training management system for the adoption of a specific module on civilian and democratic oversight of internal security by GCGA,</li> <li>- Drafting five-year organizational strategy for the oversight of internal security forces in Turkey.</li> </ul> <p><b>Component B:</b></p> <ul style="list-style-type: none"> <li>- Drafting report on parliamentary oversight of the ISFs,</li> <li>- Drafting a strategy proposing amendments or actions to enable the Grand National Assembly of Turkey to more effectively oversee the work of ISFs,</li> <li>- Preparing and delivering training on parliamentary oversight of IFs.</li> </ul> <p><b>Component C:</b></p> <ul style="list-style-type: none"> <li>- Drafting strategic local security plans,</li> <li>- Designing and facilitating workshops,</li> <li>- Managing participatory processes involving local administrations, law enforcement agencies and civil society organizations.</li> </ul> <p><b>Component D:</b></p> <ul style="list-style-type: none"> <li>- Developing tailor-made training modules on crime prevention incorporating the concept of civilian/democratic oversight from fundamental rights perspective,</li> <li>- Delivering trainings for 500 professionals of MoI and ISFs on civilian/democratic oversight of ISFs and human-focused security services on crime prevention incorporating the perspective of</li> </ul>
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		<p>civilian/democratic oversight to Governorates and District Governorates,</p> <ul style="list-style-type: none"> <li>- Developing tailor-made training modules on citizen-centered security and civilian/democratic oversight targeting civil society and media,</li> <li>- Delivering trainings on human centred security and civilian/democratic oversight to civil society and media,</li> <li>- Developing the implementation strategy of the awareness raising programs,</li> <li>- Reviewing the training curriculum of District Governors in relation to civilian/democratic oversight,</li> <li>- Developing a needs assessment and evaluation report and recommendations for improvement in the training curriculum of District Governors,</li> <li>- Conducting an opinion poll at national level, to measure the level of confidence and satisfaction of the citizens with the work of ISFs.</li> </ul>
3.	<b>Nature of Services and Areas of Expertise</b>	<p>In accordance with the scope of the Project, the individual consultancy services will be procured for above mentioned purposes/outputs for each specific Component of the Project.</p>
4.	<b>Minimum Qualification Requirements</b>	<p>An applicant must possess the following qualifications and experience to be longlisted:</p> <p><b>Education:</b> University degree in law, public administration, political science, international relations, human rights, criminal law, security governance, social sciences, statistics or any other relevant field.</p> <p><b>Language:</b> Excellent oral and written communication skills in English.</p> <p>Apart from the above minimum qualification requirements, the below qualifications are required on a component basis:</p> <p><b>Component A:</b></p> <p><b>General Professional Experience:</b> Minimum 8 years of overall professional experience (Note: obligatory military service, internships and experience gained prior to attaining a university degree is not considered professional experience).</p> <p><b>Specific Professional Experience:</b></p> <ul style="list-style-type: none"> <li>- Minimum 5 years of national or international professional or academic experience in public administration, law enforcement, human rights, criminal law, sociology and/or security sector governance,</li> </ul>

		<ul style="list-style-type: none"> <li>- Proven experience in working with law enforcement agencies / public institutions / international organizations on democratization, security governance or human rights related projects/programmes,</li> <li>- Former experience in EU and/or other internationally funded projects.</li> </ul> <p>Apart from the above specific professional experience requirements, at least one of the below set of qualifications are required:</p> <p><u>Set 1:</u></p> <ul style="list-style-type: none"> <li>- Experience in legal review and drafting of legal framework for ISFs,</li> <li>- Knowledge on internal security sector in EU Member States or in Turkey.</li> </ul> <p><u>Set 2:</u></p> <ul style="list-style-type: none"> <li>- Experience in performance evaluation of the ISFs in Turkey,</li> <li>- Knowledge on internal security sector in EU Member States or in Turkey.</li> </ul> <p><u>Set 3:</u></p> <ul style="list-style-type: none"> <li>- Proven knowledge on crime prevention,</li> <li>- Specific experience in crime prevention strategy,</li> <li>- Knowledge on internal security sector in EU Member States or in Turkey.</li> </ul> <p><u>Set 4:</u></p> <ul style="list-style-type: none"> <li>- Specific experience in curriculum development of the ISFs,</li> <li>- Specific experience in delivery of the trainings to ISF academies.</li> </ul> <p><u>Set 5:</u></p> <ul style="list-style-type: none"> <li>- Experience in conducting a desk review and/or comparative analyses on the functioning, curriculum and training systems of ISF Academies in EU Member States or in Turkey,</li> <li>- Experience in conducting needs analyses for ISFs academies.</li> </ul>
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<b>5.</b>	<b>Duration</b>	<p>Individual Consultancy Services will be delivered between March 2020 and December 2020.</p> <p>Depending on UNDP's needs and requirements, UNDP may request extension of validity of Offers.</p>
<b>6.</b>	<b>Other Considerations</b>	<p>The following matters will be specified in the specific Terms of Reference, as applicable:</p> <ul style="list-style-type: none"> <li>• Detailed description of tasks and duties of the consultants,</li> <li>• Detailed description of required qualifications and experience, outputs to be delivered by the consultants and payment terms and conditions,</li> <li>• Timeframe and number of person/days to be invested by the consultants,</li> <li>• Duty station,</li> <li>• Place of work,</li> <li>• Logistical arrangements,</li> <li>• Facilities to be provided.</li> </ul>