

UNDP Belarus Terms of Reference	
Position/Title:	Expert on needs assessment of border control points (BCPs) for more efficient combatting illicit trafficking of weapons, ammunition and explosives
Contract Type:	Individual Contract / International/ Consultant
Office/Project:	00113052 “Strengthening Capacity of the State Border Committee of the Republic of Belarus in Combatting Illicit Trafficking of Weapons and Ammunition”
Contract conditions:	Home-based with one 8-day mission to Belarus
Contract duration:	<p>10 August 2020 – 30 November 2020</p> <p>Approximately 20 working days, including one 8-day mission to Belarus tentatively from 16 to 23 August 2020 (the exact dates will be agreed with the expert after his/her selection and appointment)</p>
Travel requirements:	<p>One mission to Belarus covering Minsk, Brest region, Homiel region and Hrodna region, namely 5 nights in Minsk and 2 nights in Brest.</p> <p>Local transportation will be arranged and paid by the Project.</p>
Payment conditions:	<p>Lump sum payment in two milestones:</p> <p>Milestone I: (payment without output) travel related costs under the contract are to be transferred to the incumbent’s bank account to cover the expenses prior to the mission to Belarus.</p> <p>Milestone II: after submission of a report on the work conducted and after its approval by the direct supervisor.</p> <p><u>All travel expenses must be included in the financial proposal.</u></p>
Qualifications:	<ul style="list-style-type: none"> • University degree (at least Bachelor’s level) in any of the following fields: law, governance, border management or any other related area. • At least 4 years of international expertise and practical experience in conducting similar assessments in the area of technical and resource capacities of border and/or other law-enforcement agencies; • Demonstrated proven experience in performing at least 3 similar assignments in international technical assistance projects or its relevant subcomponents in Belarus and/or EU countries; • Solid knowledge of best international and European practices in integrated border management; familiar with practical applications of different border control approaches and techniques that is proved by previous successful experience in projects on integrated border management; • Knowledge of relevant Belarusian regulations and standards in border management development is an asset that is proved by previous relevant experience in the

	Republic of Belarus.
Competences:	<ul style="list-style-type: none"> • Working knowledge and spoken English, that is proved by relevant certificates (language courses, university diploma mentioning English studies, training abroad etc.). • Working knowledge of written and spoken Russian is an asset that is proved by relevant certificates (language courses, university diploma mentioning Russian studies, training abroad etc.).
Direct supervisor:	<p>UNDP Project Manager</p> <p>Throughout the assignment, the Expert will work in close collaboration with the Project Management Team. S/he shall work under the overall supervision of the Project Manager. S/he will report on his work to the Project Manager, UNDP in Minsk.</p>
<p>Project background:</p> <p>“Strengthening Capacity of the State Border Committee of the Republic of Belarus in Combatting Illicit Trafficking of Weapons and Ammunition”. The goal of the project is to strengthen capacity of the State Border Committee of the Republic of Belarus (hereinafter referred to as the SBC) in combatting illicit trafficking of weapons and ammunition. The project will focus on providing expert and technical support to the State Border Committee in advancing the system of risk analysis, detection and prevention of illicit trafficking of weapons and ammunition. The activities under the project will boost professional capacity of the SBC officers and upgrade the training capacity of the Border Service Institute and Centre for training of border control specialists in delivering qualified training to the specialists engaged in combatting illicit trafficking of weapons and ammunition. The SBC is the only beneficiary under the project.</p> <p>The project will focus on the following interlinked objectives:</p> <ol style="list-style-type: none"> 1. Improving Risk Analysis System of the SBC for combatting illicit trafficking of weapons and ammunition. 2. Increasing capacity of the SBC for effective weapon and ammunition detection at the border crossing points (BCPs). <p>The project will be carried out in 2 phases. Phase I will cover activities aimed at advancing Risk Analysis Service and enhancing capacities of specialists engaged in risk analysis and profiling. Phase II will be devoted to strengthening SBC detection and inspection capacity at BCPs, in particular, through procurement of equipment, which will be determined and prioritized based on the risks and threats to be identified by SBC risk analysts in the wake of Phase I activities.</p> <p>The implementation of the project will result in increased security and stability in Eastern Europe and beyond by strengthening capacity of the State Border Committee in combatting illicit trafficking of weapons and ammunition.</p> <p>Expected Project outputs:</p> <p>Output 1. Risk Analysis System of the SBC for combatting illicit trafficking of weapons and ammunition improved.</p> <p>Output 2. Capacity of the SBC for effective weapons and ammunition detection at BCPs increased.</p>	

Objectives of the assignment:

- Conduct in-depth needs assessment of the BCPs pre-selected by the beneficiary based on risk analysis, their immediate needs and the level of risk that each BCP is exposed to.
- Following the cost-benefit approach develop a detailed list of equipment, including specifications and cost estimations, recommended to be procured to the above-mentioned BCPs for more effective inspection and detection of weapons, ammunition and explosives.
- Prepare recommendations on further improvement of the technical capacities of the State Border Committee of Belarus to counter illicit trafficking of firearms, ammunition and explosives more efficiently.

Duties and responsibilities:

The work shall be performed in line with the Project Annual Work Plan and include the principal activities as follows:

Conduction of onsite assessment of the BCPs preselected by the beneficiary in terms of their needs in inspection and detection equipment for detection of weapon, ammunition and explosives.

This will be implemented in accordance with Objective 2 of the Project Document (will be provided by the Project Team), Activity 2.2: “Organize a needs assessment mission taking account of risk analysis, cost benefit analysis, mobility and categorization of BCPs”.

International Consultant is expected to:

- Suggest a timeline plan of his/her activities on conducting the assignment and provide it to the direct supervisor for approval;
- Within 7 (seven) days after signing the contract, agree with the direct supervisor the schedule for delivering the assignment;
- During the mission in Belarus conduct interviews with designated representatives of the State Border Committee aiming at developing a comprehensive picture of the current situation of the Belarus border capacities, in particular, as regards countering illicit arms and ammunition trafficking. Interpreting Rus-Eng will be provided, if needed, at UNDP cost;
- During the mission in Belarus conduct onsite assessment of the BCPs preselected by the beneficiary, which shall include:
 - analysis of the current capacities of the BCPs;
 - prioritization of the challenges and gaps previously identified for the BCPs;
 - identification of the key human and technical resources required for performing operations in the BCPs at international standards;
- Prepare recommendations on procurement of necessary technical equipment, including technical specifications and cost estimations, for the first and second line of border control and for inspection and detection at the pre-selected BCPs within the available financial support (the budget limits will be communicated by the Project Team);
- Develop and submit to the supervisor a final assessment/mission report which shall include:
 - analysis of the current technical capacities available for the State Border Committee in BCPs for inspection, detection and control;
 - main gaps and challenges identified for effective combatting illicit trafficking of

- arms, ammunition and explosives at BCPs;
- a detailed list of technical equipment, including specifications and cost estimations, recommended to be purchased for the pre-selected BCPs;
- recommendations on further improvement of the technical capacities of the State Border Committee of Belarus to counter illicit trafficking of firearms, ammunition and explosives more efficiently.

Expected outputs and timeframe:

- The timeline plan on conducting the assignment is agreed with the Supervisor by email;
- Interviews are conducted with the designated representatives of the beneficiary; a comprehensive picture of the current Belarus border capacities is obtained;
- The onsite assessment of the pre-selected BCPs is conducted during the mission in Belarus;
- A detailed list of technical equipment, including specifications and cost estimations, for the first and second line of border control and for inspection and detection at the pre-selected BCPs is developed;
- A final assessment report of at least 3 (three) pages (excluding annexes) is presented to the supervisor within 10 (ten) days after the mission completion;
- If necessary, within 5 working days, finalization of the report considering comments of the supervisor is conducted.

Approval of the report by the UNDP Project Manager will govern payment under the contract for this assignment.

Supervisor:

Aliaksandr Sviderski

Supervisee: