



TERMS OF REFERENCE

POST TITLE: National Facilitator

AGENCY/PROJECT NAME: UNODC Regional Office for Southeast Asia and the Pacific (ROSEAP)

COUNTRY OF ASSIGNMENT: Thailand

PROJECT: Combating Wildlife and Forest Crime in South-east Asia

DUTY STATION: Bangkok, Thailand with no travel.

1) GENERAL BACKGROUND

Corruption is widely recognized as a key enabler of wildlife crime. From the poaching of the animal to its sale, from the transportation to the issuance of licences to captive breeding facilities, the value chain of the illegal wildlife trade is highly exposed to illicit facilitation by public officials as well as collusion with private sector entities. Effective strategies to prevent and combat corruption require the identification and prioritization of risks, the development of concrete anti-corruption measures to address these risks and the establishment of a monitoring mechanism to guarantee accountability.

Like all countries exposed to wildlife trafficking, Thailand has recently experienced some incidents of corruption by public officials. For example, in 2018 a public prosecutor was sentenced to 4 years in prison for an attempt to smuggle rhino horns through the Bangkok international airport. Also in 2018, a quarantine official working at the same airport was caught trying to transport a suitcase of rhino horns in what appeared to be a well-organized smuggling operation facilitated by corruption. For this reason the Thailand National Anti-Corruption Commission (NACC) has established the Bureau for Natural Resources and Environmental Corruption Inquiry (BNEI) with a view to conduct inquiries against mid- to high-ranking public officials committing corruption relating to forests, water resources, wild animals and plants. As one of the newest bureaus at NACC (established on 9 December 2018), the BNEI is already staffed with 28 officers and is currently investigating a number of cases largely related to fraudulent land acquisitions or trespassing. BNEI has yet to initiate a wildlife case investigation.

2) OBJECTIVES OF THE ASSIGNMENT

The purpose of the overall assignment is to liaise between UNODC and the NACC and the Department of National Parks, Wildlife and Plant Conservation (DNP) respectively to help facilitate the following activities:

- Capacity Building for BNEI: UNODC will provide two training courses on corruption and its linkages to wildlife and forest crime, including best practices in the preparation of cases and investigations.
- Developing a National Anti-Corruption Strategy: UNODC will work with DNP to assess corruption risks and jointly develop an anti-corruption strategy in line with CITES Resolution 17.6. This will include a series of technical consultations and workshops.

3) SCOPE OF WORK

Under the guidance and supervision of the Regional Programme Coordinator of the Global Programme for Combating Wildlife and Forest Crime (Bangkok, Thailand), the Liaison Officer will collaborate with relevant authorities and assist with the following tasks:

- Establish contact with relevant counterparts at the NACC and BNEI
- Facilitate all communication between UNODC, NACC and BNEI
- Coordinate and organize all necessary meetings, workshops and events in relation to capacity building and the development of a national anti-corruption strategy.
- Oversee logistics related to the abovementioned meetings and liaise with relevant UNODC staff to conclude all necessary administrative processes.
- Ensuring that all deliverables mentioned in these terms of reference are submitted in a timely and satisfactory manner and in line with the quality criteria checklist and relevant to the specific national context and priorities.

4) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

The Liaison Officer is expected to deliver a maximum of 45 workdays during the period of 1 June to 31 December 2021.

5) FINAL PRODUCTS

The Liaison Officer shall perform timely, satisfactory, and high-quality delivery of the outputs stated in below table as assessed by the Regional Programme Coordinator.

Deliverable	Output	Working days	Required by
A	Establish contact with relevant counterparts and prepare a list including their detailed contact information within the NACC and BNEI	9 days	30 June 2021
B	Facilitate all communication between UNODC, NACC and BNEI, including the drafting of official letters, as well as in-person contact	9 days	30 August 2021
C	Coordinate and facilitate the organization of two capacity building workshops for BNEI	9 days	30 October 2021
D	Coordinate and facilitate technical consultations and workshops in line with the corruption risk assessment and development of a national anti-corruption strategy.	9 days	30 November 2021
E	Oversee logistics related to the abovementioned meetings and liaise with relevant UNODC staff to conclude all necessary administrative processes	9 days	30 December 2021
	Total number of workdays	45 days	

6) PROVISION OF MONITORING AND PROGRESS CONTROLS

The incumbent shall be under the overall supervision of the Regional Programme Coordinator of the UNODC Global Programme on Combating Wildlife and Forest Crime based in Bangkok, Thailand.

For each specific task, the UNODC Regional Programme Coordinator for Combating Wildlife and Forest Crime will specify the relevant objectives, timelines, and reporting requirements for completion.

Indicators to evaluate the trainer's performance will be:

- Quality of the progress reports submitted
- Timeliness of the delivery of each deliverable
- Capacity to engage counterparts and achieve expected goals

7) DEGREE OF EXPERTISE AND QUALIFICATIONS

The assignment requires a qualified individual with the following expertise:

I. Academic Qualifications:

- Advanced university degree (Master's degree or equivalent) in the fields of law, criminology, public administration, international relations, business administration or related field is required. A first level university degree in similar fields in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

II. Years of experience:

- A minimum of 5 (five) years professional experience working with law enforcement agencies or other institutions of the criminal justice system is required;
- Professional experience in the field of wildlife crime is desirable;
- Professional experience in the field of anti-corruption is desirable;

III. Competencies:

- Experience in working in a team is required;
- Knowledge and experience of the UN System and in particular of UNODC is desirable;
- Good organizational skills are desirable;
- Good communication skills are desirable;
- Fluency in English and satisfactory English report writing skills is required;
- Knowledge of official national language and/or local languages is required.

8) REVIEW TIME REQUIRED

The incumbent's outputs will be monitored and reviewed on a weekly basis by the Regional Coordinator.

9) CONSULTANT PRESENCE REQUIRED ON DUTY STATION/UNODC PREMISES

☐ PARTIAL

☒ INTERMITTENT

☐ FULL TIME

10) REQUIRED DOCUMENTS

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

- **Technical Proposal**, explaining why they are the most suitable for the work indicating all past experiences from similar projects together with a complete P-11 form as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references.
- **Financial Proposal**, that indicates the daily rate/fee of the candidate, in US dollars, as per template provided in Annex 2.

11) CRITERIA SELECTION OF THE BEST OFFER

The award of the contract will be made to the individual consultant whose offer has been evaluated and determined as: a) Responsive/compliant/acceptable, and b) Having received the highest score

out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

- Technical Criteria weight;70%
- Financial Criteria weight; 30%

Only candidates obtaining a minimum of 490 out of 700 of technical points would be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
1) Technical	70%	700
<ul style="list-style-type: none"> Advanced university degree (Master's degree or equivalent) in the fields of law, criminology public administration, international relations, business administration or related field is required. A first level university degree in similar fields in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree. 	21%	210
<ul style="list-style-type: none"> A minimum of 5 (five) years professional experience working with law enforcement agencies or other institutions of the criminal justice system is required; Professional experience in the field of wildlife crime is desirable; Professional experience in the field of anti-corruption is desirable; 	28%	280
<ul style="list-style-type: none"> Interview 	21%	210
2) Financial	30%	300

12) PAYMENT TERMS

Please indicate any special payment terms for the contract.

☒ LUMPSUM MILESTONE ☐ DAILY

Deliverables (list them as referred to the ToR)	Percentage of total price (weight for payment)
Deliverable A	20%
Deliverable B	20%
Deliverable C	20%
Deliverable D	20%
Deliverable E	20%

