

TERMS OF REFERENCE n° 25

NON KEY EXPERTS (Senior)

Financial Investigations

(Law-Enforcement, Prosecutors and Investigative Judges)

Call for an Expert

Background information:

FIIAPP is a foundation of the State public sector whose activities, characterised by the absence of profit and the pursuit of the general interest, are framed in the field of international cooperation aimed at institutional modernisation, the reform of public administrations and the attainment of democratic governance.

FIIAPP is searching for short-term experts in several areas of DDR - Drug Demand Reduction (prevention, treatment, rehabilitation), and DSR - Drug Supply Reduction (criminal justice, including law-enforcement, judiciary, prosecution and corrections).

The selected specialists will be part of a pool of experts conducting assessments, training, seminars and mentoring in designated countries within the geographical scope of the Project (Heroin routes), in order to assist beneficiary countries in the adaptation of their policies, legislation, mechanisms and practices to the best international standards in preventing and combating drug-related organized crime.

The pool of experts is valid until December 2020.

Information of the project:

The Project 'EU Action against Drugs and Organized Crime (EU-ACT)' is funded by the European Union Instrument contributing to Stability and Peace, and it is managed by the International Foundation of Administration and Public Policies (FIIAPP) from Madrid, Spain.

EU-ACT tackles both drug demand and drug supply reduction. It assists beneficiary countries in preventing consumption, as well as addressing demand-reduction policies and practices, in addition to reinforcing the due process-compliant capacities to better address drug-related organized crime, building meaningful trust and networking amongst countries and relevant institutions that will enable them to cooperate (trans-) regionally while ensuring compliance with human rights and the rule of law.

The duration of the Project is four years (from January 2017 to December 2020) and its geographical scope includes selected countries along the 'Heroin Route' from and to Afghanistan, in the regions of **South and Central Asia, Eastern Europe, South Caucasus and East Africa**.

Project permanent staff includes 7 Key Experts (1 Team Leader, 1 Project Deputy, 5 Regional Coordinators) and 5 National Experts; and a Coordination Unit at FIIAPP HQ.

The Regional Coordinators are based in **Bishkek** (Kyrgyzstan), **Kyiv** (Ukraine), **Tbilisi** (Georgia), **Islamabad** (Pakistan), and **Dar Es Salaam** (Tanzania).

Selection process of NKE 25 on Financial Investigation Expert(s)

The Expert(s) may be requested to assess skills and processes in order to identify barriers/opportunities for the Project to work on; to design tailored training and deliver associated presentations, conducting practical exercises and training, hosting seminars and conducting relevant mentoring to enhance financial investigation skills in the area of drugs and organized crime. The Expert(s) will introduce and promote modern methods and techniques for efficient financial investigations that respect the rule of law and human rights.

It is expected that, as a result of these activities, the abilities and skills of beneficiaries in one or more of the following areas will be established or enhanced:

- Systematic financial investigations on each relevant drug trafficking case;
- Efficient working relations between Financial Intelligence Units and Law Enforcement investigators (including prosecutors);
- Role and responsibilities of the financial investigation officer;
- Process for gathering and handling evidence in the context of a financial investigation;
- Techniques for an efficient identification of criminal proceedings and recovery of criminal assets.

At any stage of the implementation of these activities the experts will, in conjunction with the Project Team, identify specific activities that can be carried out in order to further develop the skills and the preparation of investigators and prosecutors to face more complex financial investigations of drug-related organized crime.

Location of work: the Expert(s) will perform their work at home (preparation when necessary) and/or in some of the countries in the regions of **South and Central Asia, Eastern Europe, South Caucasus, and East Africa**.

Duration of the assignment: the time to be employed varies according to the specific needs of the mission. It is expected that assignments will last from 5-20 working days, not including preparation time. The Expert(s) may be required to travel during part or the whole time to some/several of the mentioned regions.

As a result: depending on the precise nature of the mission to implement, the Expert(s) might be requested to deliver one or several of the following: (a) a needs-assessment report, that may include recommendations for changes in systems/procedures/regulations, or training proposals; (b) if training is recommended, a tailored curricula on the subject matter(s); (c) a one-week or two-week training schedule; (d) power-point presentations for each training session; (e) to deliver the corresponding training session in the designated countries; (f) to design and to conduct practical exercises on concrete cases of financial investigations, with workshop/training participants; and (g) final training report with assessment of the professional level of the attendees, their performance at the training, and recommendations for future trainings and/or next steps.

Estimated Starting Date: from October 2018 on, depending on Project needs.

Profile of the expert(s):

Requirements (CV):

The expert(s) must be a national of one of the EU Member States.

Qualifications and skills:

- A university degree or equivalent qualification¹, such as customs/police academy diploma/prosecution/judicial or economy/financial studies, or at least 10 years operational experience related to financial and /or criminal investigations, in lieu;
- Excellent general knowledge and understanding of organised criminality, particularly relating to cross-border crime;
- An excellent verbal and written command of English is essential, and knowledge of Russian is an advantage;
- IT literacy (MS Office);
- Proven organisational, communication, mobilisation and inter-personal skills;
- Strong report writing skills.

General professional experience:

- Minimum of 3 years professional experience on international technical assistance missions, particularly related to investigative techniques and tools for combating organized crime;
- Minimum of 3 years professional experience in designing/conducting training in the field of financial investigations;
- Proven skills in public diplomacy and cultural awareness;
- Proven reliability when requested to work under pressure situations.

Specific professional experience:

- Minimum of 10 years professional experience in a law enforcement agency (in particular police, security services, financial police) and/or as prosecutor/investigative judge in criminal cases.
- Minimum of 5 years professional experience related to financial investigations, in particular related to drugs and drug-related organised crime;
- Minimum of 5 years professional experience in collecting and handling e-evidences and producing reports on financial investigations;
- Previous experience with law enforcement/prosecution services in the EU-ACT Project's region an asset.

¹ For reference on equivalent qualifications see EPSO website-Annex 1, (http://europa.eu.int/epso/online-applications/pdf/guide-1242-171104_en.doc)

Assets (CV):

High level University degree	(Max = 20 points) Any degree = 8 points Degree in relevant subject = 12 points Master's degree = 16 points Masters in relevant subject = 20 points 10 years' service in lieu = 12 points
Russian	Fluency = 10 Other: max. 5
Report writing skills	(Min = 5 years) 5-7 : 3 point 7-10 : 4 points >10 : 5 points
Professional action on international technical assistance missions	(Min = 3 years) 3-5 : 5 point 5-7 : 7 point >7 : 10 points
Professional action in designing / conducting training in the field of financial criminal investigations	(Min = 3 years) 3-5 : 5 point 5-7 : 7 points >7 : 10 points
Professional action in a law enforcement agency (in particular police, security services, financial police) and/or as prosecutor / investigative judge in criminal cases	(Min = 10 years) 10-15 : 5 point 15-20 : 7 points >20 : 10 points
Professional action related to financial investigation, in particular on the organized crime field	(Min = 5 years) 5-7 : 7 point 7-10 : 10 points >10 : 15 points
Professional action in collecting and handling e-evidences and producing reports on financial investigations	(Min = 5 years) 5-7 : 5 point 7-10 : 7 points >10 : 10 points
Previous action with law enforcement / prosecution agencies in the EU-ACT Project's region	1-2 : 3 point 2-4 : 4 points >4: 5 points

Application:

Interested candidates who meet the above criteria are invited to send a covering letter in English and an informative CV in English (please use the attached CV format) by e-mail to:

Ms María Gastón Betrán

[hiring@eu-act.info](mailto: hiring@eu-act.info)

[mgaston@fiiapp.es](mailto: mgaston@fiiapp.es)

Deadline: 30th August 2018