



This project is funded by the European Union

## Prevention and Fight against Corruption



Republic of Serbia  
MINISTRY OF  
JUSTICE



TERMS OF REFERENCE	
CONTRACT NO:	2017/386-597, PREVENTION AND FIGHT AGAINST CORRUPTION
OBJECTIVE (S)	STRENGTHENED CAPACITIES FOR PREVENTION OF CORRUPTION IN LINE WITH THE STRATEGY AND ACTION PLAN AND THE RECOMMENDATIONS OF THE ACTION PLAN FOR CHAPTER 23 (CHAPTER 2. FIGHT AGAINST CORRUPTION).
EXPERT CATEGORY:	SENIOR NON-KEY EXPERT (3 POSITIONS)
POSITION:	SNKE – ANTICORRUPTION INSTITUTIONAL CAPACITY BUILDING EXPERT (2 POSITIONS) SNKE - TRAINING SKILLS EXPERT
RESULT (S):	RESULT 2 - PREVENTION OF CORRUPTION
ACTIVITY NO:	2.1.10: CONDUCT THE TOT ON "PREVENTION OF CONFLICTS OF INTEREST, INTERNAL AUDIT, INTERNAL FINANCIAL CONTROL, PLANNING AND EXECUTION" (1 X 5 DAYS TRAININGS (3 DAYS THEORY 2 DAYS PRACTICAL COMMUNICATION TOOLS TRAINING) FOR AT LEAST 16 (MAX 25 PER TRAINING) NEW TRAINERS;  2.1.13: 6 X 2 DAYS SPECIAL TRAINING ON "EFFICIENT DETECTION OF CORRUPTION" (OVERALL NO OF PARTICIPANTS 300 (MAX 50 PARTICIPATIONS X 6 TRAININGS); TRAINING FOR REPRESENTATIVES OF INTERNAL AUDIT, INTERNAL FINANCIAL CONTROL, EMPLOYEES OF SAI AND PPO, MEMBERS OF THE "AFCOS, ETC., AT STATE AND LOCAL LEVELS;
DAYS ALLOCATED:	50 DAYS -SNKE– ANTICORRUPTION INSTITUTIONAL CAPACITY BUILDING EXPERT (25 DAYS FOR EACH SNKE) 10 DAYS - SNKE - TRAINING SKILLS EXPERT
LOCATION:	SERBIA
START/END OF THE TASKS	NOVEMBER 2018 – JANUARY 2019

### I. Background

#### 1. Beneficiary country

Republic of Serbia

##### 1.1 Contracting authority

European Union Delegation in the Republic of Serbia.

##### 1.2 Relevant Project Background

###### 1.2.1 Overall Objective

Improve overall efficiency in fight against corruption and reduce all form of corruption

###### 1.2.2 Project Purpose

To strengthen national mechanisms for prevention and fight against corruption in accordance with the National Anti-Corruption Strategy and Action Plan for the Action Plan for Chapter 23.

### II. Scope and content of the assignment

In regard to deliver the planned outputs under the Project Work Plan the requested Senior Non-Key Experts, performed under the overall guidance of the Team Leader will address the following activities within the implementation phase:

Tasks	Deliverables
<b>General tasks</b>	
1. The engaged NKEs will attend the kick-off meeting to determinate the tasks and methodology used to deliver requested outputs. NKEs will attend any other coordination meetings in regard to their tasks with Beneficiary and TL, when needed.	Short notice from the meetings.
<b>I.</b>	
<b>ACTIVITY 2.1.10: CONDUCT THE TOT ON "PREVENTION OF CONFLICTS OF INTEREST, INTERNAL AUDIT, INTERNAL FINANCIAL CONTROL, PLANNING AND EXECUTION" (1 X 5 DAYS TRAININGS (3 DAYS THEORY 2 DAYS PRACTICAL COMMUNICATION TOOLS TRAINING) FOR AT LEAST 16 (MAX 25 PER TRAINING) NEW TRAINERS;</b>	
1. Fine tune the all training material needed according to the training methodology prepared under the Activity 2.1.7.	Draft Agendas PowerPoint presentations, case studies, practical work assignments, lecturer skills, etc. Training evaluation methodology
2. In cooperation with the Project TAT and relevant beneficiary institutions prepare the list of invitees.	Indicative lists of invitees.
3. Conduct one (1) five days (5) training of trainers for the targeted officials.	Training participants lists.
4. Prepare common report on conducted training. The report should include the observations and recommendation for the trainings organised in to the future.	Training Mission Report.
<b>II.</b>	
<b>ACTIVITY 2.1.13: 6 X 2 DAYS SPECIAL TRAINING ON "EFFICIENT DETECTION OF CORRUPTION" (OVERALL NO OF PARTICIPANTS 300 (MAX 50 PARTICIPATIONS X 6 TRAININGS); TRAINING FOR REPRESENTATIVES OF INTERNAL AUDIT, INTERNAL FINANCIAL CONTROL, EMPLOYEES OF SAI AND PPO, MEMBERS OF THE "AFCOS, ETC., AT STATE AND LOCAL LEVELS</b>	
1. Fine tune the all training material needed according to the training methodology prepared under the Activity 2.1.2.	Draft Agendas PowerPoint presentations, case studies, practical work assignments, lecturer skills, etc.
2. In cooperation with the Project TAT and relevant beneficiary institutions prepare the list of invitees.	Indicative lists of invitees.
3. Conduct 6x2 days trainings for the targeted officials.	Training participants lists.
4. Prepare common report on conducted trainings. The report should include the observations and recommendation for the trainings organised in to the future.	Training Mission Report.
The project TAT will coordinate the activities and arrangements needed to fulfil the assignment under present ToR.,	

### III. Qualification and skills:

#### SNKEs - ANTICORRUPTION INSTITUTIONAL CAPACITY BUILDING EXPERT

##### General professional experience

- University degree in Law, Political or Sociological Science or in area relevant to the present assignment;
- At least 7 years in general professional experience relevant for the assignment;
- Experience on delivering of trainings and capacity building at the fields of corruption, Ethics and Integrity;

##### Specific professional experience

- Have hands-on experience working on prevention of corruption with public sector and/or civil society;
- Have hands-on previous experience in similar projects;
- Teamwork and good communication skills;
- Fluency in Serbian and English is required.

#### SNKE – Training Skills Expert

##### General professional experience

- University degree in Social Sciences or in area relevant to the present assignment;
- At least 7 years in general professional experience relevant for the assignment;
- Experience on delivering of trainings for trainers on communication skills, training development methodology, training techniques, etc.;
- Experience in designing and delivering of trainings;

##### Specific professional experience

- Have hands-on experience in delivering of training of trainers in public sector and/or civil society;
- Teamwork and good communication skills;
- Have hands-on previous experience in similar projects;
- Fluency in Serbian and English is required.

### Application

\* apply via e-mail to [stevan.stepanovic@pwc.com](mailto:stevan.stepanovic@pwc.com)

\*\*apply only with CVs in Europass form (include supporting documents for relevant experience stated in your CV) and specify for which concrete position you are applying for

\*\*\*Please note that only short-listed candidates will be contacted