

TERMS OF REFERENCE FINANCIAL INVESTIGATION AGENCY (FIA) EXPERT FOR THE REFORM OF STATE FISCAL SERVICE

ToR Date of Issuance:	Apr 20, 2017
Due Date for Applications:	June 2, 2017

PRSM is committed to providing equal employment opportunity without regard to race, color, religion, gender, sexual orientation, national or ethnic origin, age, disability or status as a veteran with respect to policies, programs, and activities.

Background

The Professionals for Reform Support Mechanism (PRSM) provides human resource support – from managers to technical experts - to critical reform initiatives undertaken by national governmental agencies. PRSM is a multi-donor platform, which improves coordination of donor efforts for greater impact and avoids overlap of donor funding. It does not support routine work of the Government of Ukraine that is normally managed by the civil service. To do this, PRSM:

- **Selects initiatives** based on clearly defined links to reform initiatives
- Ensures transparent **recruitment** of human resources
- Manages the **contracting** and payment of human resources
- Provides financial **reports** for donors
- **Monitors** initiatives for results.

Reform Initiative

The objective of reform initiative is to optimize the organizational structure and core business processes (operational model) of the State Fiscal Service (SFS) with the aim to re-launch it as a public service body as opposed to punitive body.

The team will be responsible for the development of the SFS reform action plan in coordination with SFS, IMF, CMU and the Parliament; development organizational structure and core business processes (operational model) of the SFS; development of the draft laws to enable the introduction of the new organizational structure; development of the necessary legislative changes to optimize appeal procedure within the SFS; and coordination of reform process with main stakeholders (SFS, CMU, Parliament, IMF, Donors, experts).

Position Summary:

FIA (Financial Investigation Agency) Expert will support the adoption and approval of FIA law through bill revisions, advocacy and PR support. Support the launching of the FIA post law enactment, including secondary legislation drafting on FIA regulations, amendments to the relevant MoF regulations, instructions for investigative procedures, etc.

Preferred Qualifications and Skills:

1. Degree in Law;
2. Practical knowledge of investigation procedures;
3. Experience in operative work of law enforcement agencies;
4. Knowledge of Ukrainian criminal justice legislation;

5. Legislation drafting experience is a plus.
6. Experience in high-level negotiations, strong communication and presentation skills;
7. Professional knowledge of Ukrainian and English.

Indicative duties and responsibilities:

1. Preparing expertise of the specifics of operative and undercover activity of the FIA necessary for its tasks;
2. Preparing the proposals for the drafts of secondary legislation necessary for creation of the FIA based on the tasks of the service (operative and undercover operations cluster);
3. Other related duties.

Contract Duration and Timing:

The total duration of the consultancy is expected to be 6 months with possible extension for another 6 months. The experts will report to the Steering Committee comprising of representatives of Ministry of Finance, EDGE and other. The workplace will be in the premises of the Ministry of Finance.

To apply:

Submissions must be prepared in English and delivered electronically by 17:00 Kyiv time on June 2, 2017 to the following address: prsm@fsr.org.ua. We do not welcome unsolicited phone calls.

All submissions must include:

- 1) Applicant's CV (in English);
- 2) Applicant brief letter of interest indicated related experience and achievements.

Please ensure to state **FIA Expert** in the e-mail subject line.

Applications received after the indicated deadline or without letter of interest will not be reviewed and considered.

Shortlisted candidates will be contacted after June 5, 2017.