- National Counter-Trafficking Expert for CIVIPOL's BMM (Better Migration Management), Activities in Uganda with travels to Kenya for contribution to regional activities

Terms of Reference

POSITION: National Counter-Trafficking Expert for CIVIPOL's BMM (Better Migration Management), Activities in Uganda with travels to Kenya for contribution to regional activities.

CONTRACT: Consultancy

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JOB LOCATION: Activities in Uganda with travels to the field where safety conditions allow and travels to Kenya (and possibly other relevant countries) for contribution to regional activities.

DURATION: 15/10/22 - 15/06/2025 (with the possibility of renewal in case of continuation of the Programme and mutually satisfactory work relationship)

THEME: *Criminal Justice System Cooperation to Counter Trafficking in Persons and Smuggling of Migrants and multi-agency approach*

LIMITE DE CANDIDATURE
20 Septembre 2022

DURÉE DE LA MISSION
Long Terme

ZONE GÉOGRAPHIQUE
Afrique

PROJECT DESCRIPTION

The objective of the Better Migration Management (BMM) programme is to improve the management of safe, orderly and regular migration in the East Africa region in response to the needs identified by the African countries of the Khartoum Process, and in particular to support national authorities in addressing the trafficking of human beings and the smuggling of migrants within and from the Horn of Africa.

CIVIPOL, as an implementing partner of the BMM Programme, works to pursue *Special Objective 2: To increase national and cross-border cooperation on trafficking and smuggling cases between law enforcement, judicial and other state and non-state actors, in coordination with existing regional initiatives and in accordance with international obligations and standards, Output 2.1 The quality and comprehensiveness of national and regional investigations of trafficking and smuggling cases is improved* and *Output 2.2 The quality of court proceedings of trafficking and smuggling cases is increased.*

For such objectives, the following Specific and Output Indicators have been set:

- SOI 2.3 Number of (presumed) victims of trafficking (VoT) referred by Law Enforcement Agencies to adequate protection services via National Referral Mechanism or functionally equivalent systems/ guidelines (EURF 2.20).
- OI 2.1.2 Percentage of a sample of analysed cases files prepared by investigators show improved quality and comprehensiveness concerning the file management and sources of evidence including physical evidence.
- OI 2.1.3 Number of supported joint interagency operations/ investigations with at least x participating agencies of which x include agencies of at least 2 countries.
- OI 2.1.4 Percentage of graduates of national police and/ or other law enforcement academies that have been trained with integrated modules on THB and SoM as part of the standard curriculum according to international standards and in alignment with gender-, human-, and child- rights principles.
- OI 2.2.2 Number of legal practitioners' training institutions that apply integrated modules on case handling of trafficking and smuggling cases as part of the standard curricula according to international standards with support of BMM III.

For further details on the above Areas of Activity reference is made to CIVIPOL's BMM Strategic and Operational Action Plan and its possible adjustments.

In Ethiopia, Uganda and Kenya, activities in the above areas are to be carried out in the period between October 2022 and June 2025.

JOB DESCRIPTION

The National Counter-Trafficking Expert for CIVIPOL's BMM under the supervision of the Regional Coordinator / Team Leader is in charge to undertake the activities included in CIVIPOL BMM Phase 3 Action Plan specifically in Uganda. The detailed activities and tasks are described in the following table. CIVIPOL BMM Uganda Focal point and BMM Uganda National Counter-Trafficking Expert, in coordination with the international experts, will work conjointly for the implementation of the activities included in CIVIPOL BMM Phase 3 Action Plan throughout BMM Phase III.

In Uganda, the National Counter-Trafficking Expert shall further enhance national partners ownership dynamics and provide extensive wide-ranging technical assistance, supporting the implementation of the SOPs and the Training Curricula endorsed in BMM II, in a durable sustainability-oriented perspective for BMM III. This includes intervening as trainer and expert, providing direct technical assistance, and inputs in trainings, workshops and meetings.

The incumbent expert shall be in measure to participate in an action-research plan, being able to collect qualitative and quantitative

data, to interpret the results to be highlighted in a publication. The expert shall have knowledge on labour migration in the horn of Africa. The expert shall be able to write guidelines for frontline professionals (labour inspectors).

The expert shall collect "Trafficking Stories", meaning the collection, analysis and description of human trafficking cases in Uganda.

The expert shall assess and support the digitalisation of the SOPs (and connected anti-trafficking tools), and support CIVIPOL procurement officer or Admin/Project Assistant Kenya for the procuring of equipment for the Ugandan stakeholders identified.

The expert shall lead the process aimed at developing and adopting an "MoU on supporting the participation of victims of human trafficking in investigations and court proceedings" and its "Implementing Guidelines" in Uganda.

The National Counter-Trafficking Expert for Uganda will contribute to regional activities, for instance, the expert will participate in the SOPs Task Forces Regional Forum (2 workshops in Kenya).

The incumbent expert shall liaise with other CIVIPOL experts, CIVIPOL national focal points as well as with BMM Implementing Partners and with national stakeholders under the guidance by the Regional Coordinator / Team Leader in order to have a comprehensive and inclusive approach.

The expert **will develop the Work Package (WP) Plan** for each WP assigned, using the template provided by the CIVIPOL BMM Team.

For reporting purposes, the expert **shall provide a report at the end of each Activity** and **at the end of each Work Package**, using the templates provided by the CIVIPOL BMM Team.

Overall, for the activities under the five working areas of SOI 2.3, OI 2.1.2, OI 2.1.3, OI 2.1.4 and OI 2.2 the **total number of working days foreseen is 105** (one hundred and five). Within the 105 working day

The repartitions of tasks and working days are described in the following table, based on CIVIPOL BMM Phase 3 Action Plan:

Outputs	ACTIVITIES	Working days
SOI 2.3 Number of (presumed) victims of trafficking (VoT) referred by Law Enforcement Agencies to adequate protection services via National Referral Mechanism or functionally equivalent systems/ guidelines (EURF 2.20).	**Implementing the Multi-Agency Simulation-based Trainings on Investigating TiP and Identifying and Supporting the Victims** in the Regions of Uganda, in order to roll out the LE SOPs and the Referral Guidelines. The simulations (3) in the regions should be carried out by a multi-agency team of national trainers. The pool of trainers would be trained as a preliminary activity in a ToT setting by CIVIPOL's international experts. The pool of trainers would represent ODPP, CID/ UPF, Immigration, also the Judiciary, Labour Inspectors, and specialised service provider CSOs/NGOs. 3 regions to be covered including Kampala (ToT 7 days; 7 days Simulation Kampala; 11 for each Simulation 2 and 3 for a total of 22 days. Overall, 36 days)	36
SOI 2.3 and also **2.1.2** Percentage of a sample of analysed case files prepared by investigators shows an improved quality and comprehensiveness [...]. **2.2** The quality of court proceedings of trafficking and smuggling cases is increased.	**Developing and adopting an "MoU on supporting the participation of victims of human trafficking in investigations and court proceedings"** and its "Implementing Guidelines" Participation in 1 draft committee workshop (2-day), 1 endorsement ceremony (1-day) and follow-up on the implementation of the MoU	8
2.1.2 Percentage of a sample of analysed case files prepared by investigators shows an improved quality and comprehensiveness concerning the file	**Trainings on the SOPs on Investigating and Prosecuting TiP**, Uganda Planning and implementation of three-day	10

management and sources of evidence including physical evidence.	trainings (2) for Prosecutors, CID Local Police Officers and Immigration Officers.	
2.1.2	**SOPs Multi-Agency Task Force**: Technical Assistance for the Implementation of the SOPs on Investigating, Prosecuting and Adjudicating TiP and SoM cases and support in using the M&E System Continued Technical advice before, during and after the regular meetings of the SOPs Multi-Agency Task Force	12
	Facilitating/organising 2 national workshops (of 2 days) among Police/Prosecutors from Central and Local levels to promote exchanges and joint use of the SOPs and to assess the implementation of the SOPs	4
	Facilitating/organising 2 annual meetings (1-day each – concurrently with the above workshops) among the primary implementers of the SOPs (LEAs and Prosecutors) and the secondary level implementers (Labour Inspectors, Financial Intelligence, NGOs/CSOs providing services to trafficked persons and vulnerable/abused migrants)	2
2.1.2	Collection, analysis and **description of human trafficking cases** in each country and across the region (specific contribution for Uganda)	4
2.1.2	**The digitalization of the SOPs** (and connected anti-trafficking tools), which should work both online and offline on an APP for Computer and Mobile Devices. Support to feasibility analysis and to the development of the digitalization for Uganda.	3
2.1.2	**Procurement of Equipment for the implementation of the SOPs** on Investigating and Prosecuting TiP and SoM Support the needs analysis for procuring equipment and materials	3
2.1.3 Number of supported joint interagency operations/ investigations with at least x participating agencies of which x include agencies of at least 2 countries.	**SOPs Task Forces Regional Forum** (2 workshops in Kenya)	8
2.1.3	**TiP Investigations in the area of labour migration to the Gulf Countries** from Uganda, Kenya and Ethiopia (contribution to the analysis with specific focus on Uganda and to the development of possible investigation lines)	5
2.1.3	**Involvement of Labour Inspection Services in countering TiP for labour exploitation and design of Guidelines** for the collaboration of the LEAs and the Labour Inspection Services and their possible inclusion in the SOPs Multi-Agency Task Forces (support desk review by providing legislation, regulations and practices in place; contribution to the development of the guidelines and in particular their customization to the Ugandan context)	3

2.1.4 Percentage of graduates of national police and/ or other law enforcement academies that have been trained with integrated modules on TiP and SoM as part of the standard curriculum according to international standard and in alignment with gender-, human-, and child- rights principles.	**Mainstreaming the Training Curriculum for the Law Enforcement Training Institutions on Investigating TiP** through Technical Assistance and Training of Trainers. - Contribution to the development of Part 2 of the Training Curriculum, on the SOPs on investigating and prosecuting TiP (3 days) - Contribution to the 5-day national Workshop and Training of Trainers (1) with the senior management and the trainers of the Uganda Police Training Institutions, to pursue the inclusion of the TiP SoM Curriculum in their regular training programmes (2 days)	5
	CIVIPOL BMM Team coordination meetings	2
	Total number of working days	**105**

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

The incumbent expert is expected to demonstrate the following technical and behavioural competencies/accountabilities**:**

A – Adoption of an approach which is consistent with the Work Plan elaborated by Civipol team within the BMM Programme

- Ensure that deliverables including training materials, and technical assistance are in line with CIVIPOL strategy and principles contained in the work plan; under the supervision of the Regional Coordinator / Team Leader, in collaboration with CIVIPOL Uganda Focal Point
- Ensure that a human right-centred approach, gender and culturally-sensitive approach and multi-agency approach is adopted in the design and implementation of the trainings, workshops and other activities.

B – Liaison with local and national stakeholders for a sustainable implementation of the SOPs and Training Curricula

- Under the guidance of the Regional Coordinator / Team Leader, in coordination with the international experts, with the support of CIVIPOL BMM Uganda Focal Point, the expert will engage appropriate links with national and local authorities, state institutions, local civil society and other relevant actors and ensure sustainability through technical assistance to overcome the hurdles faced in the field by the relevant actors in the implementation of the SOPs and Training Curricula.

C – Application of standards

- Ensure that participants of project activities are aware of relevant policy guidelines, technical standards and relevant commitments that the Government and relevant institutions have undertaken under international and Domestic Law to counter Human Trafficking;
- Ensure that responses are in line with existing policy guidance, technical standards, and relevant Government human rights legal obligations and in line with overall anti-trafficking and victim protection Guidelines.

D – Planning, monitoring, reporting

- Ensure design and implementation of the training are based on proper needs and feasibility analysis, and entail needed flexibility to respond to upcoming needs for change
- Ensure the training is properly planned, implemented and reported
- Ensure BMM communication and visibility rules are applied.

I. QUALIFICATIONS AND EXPERIENCE

Education level

- Higher university degree in law, social science, or related discipline degree

Qualifications

- 5 to 10 years of relevant experience in counter-trafficking-related issues
- Extensive knowledge of counter-trafficking regarding TiP and SoM cases
- Demonstrated knowledge and experience in developing Training, ToTs modules and programmes

- Previous consulting experience in East Africa and knowledge of the context related to counter-trafficking in Uganda.
- Experience in capacity building as a trainer
- Experience in research projects, collection of good practices or designing of guidelines for professionals.
- Demonstrated knowledge and experience in developing partnership agreements and documents

Personal qualities

- Ability to work in a collaborative manner with team members
- Excellent communication and interpersonal skills, including cultural sensitivity.
- Demonstrated ability to work effectively in highly stressful situations.
- Proficiency in written and spoken English language.

Fees for the services will be negotiated with the designated candidate.

