Senior Non-Permanent Experts to Deliver a Specialized Lecture on Crime Scene Investigation (CSI) at the School of Magistrates

EUROPEAN UNION FOR LAW ENFORCEMENT IN ALBANIA

TERMS OF REFERENCE

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ZONE GÉOGRAPHIQUE

Europe Et Asie Centrale

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1. BACKGROUND

Albania has demonstrated strong political commitment to the EU accession process, including the submission of three key roadmaps outlining reform priorities. Notably, the Rule of Law roadmap targets justice reform, anti-corruption, fundamental rights, organized crime, and related issues. In October 2024, Albania began negotiations on Cluster 1, which covers Chapters 23 and 24 (Judiciary and fundamental rights; Justice, freedom, and security). Interim benchmarks have been agreed upon, and Albania is also actively implementing the Growth Plan for the Western Balkans, focusing on market integration, economic reforms, and enhanced financial support. The EU's 2024 Rule of Law Report further underscores Albania's progress in aligning with EU standards.

Within this context, Phase 2 of the EU4LAWEnforcement Project is designed to support Albania's efforts to strengthen its rule of law institutions and advance alignment with EU standards, particularly in relation to Chapters 23 and 24. Co-financed by the EU and the German Federal Ministry for Economic Cooperation and Development (BMZ), the project aims to reinforce the capacities of key Albanian institutions, including the Ministry of Internal Affairs, the General Prosecution Office, the Albanian State Police, the Special Prosecution Office, and others, in their fight against organized crime and corruption. The project pursues three main outcomes: (1) enhanced national capacities for structuring complex investigations into serious and organized crime; (2) improved learning and professional development opportunities for law enforcement and judicial actors; and (3) strengthened ICT infrastructure and operational tools necessary to counter serious and organized crime effectively.

Under Outcome 2 – Improved learning and professional development opportunities for law enforcement and judicial actors, and specifically Output 2.1, the project contributes to strengthening specialized training for magistrates, prosecutors, and judicial police officers.

Activity 2.1.2 – Specialized training modules delivered through the School of Magistrates, and more

specifically Sub-Activity 2.1.2.2, aims to support the School of Magistrates (SoM) and the Security Academy (SA) in improving learning curricula through targeted, practice-oriented training interventions.

In this context, a joint lecture on Crime Scene Investigation (CSI) will be delivered at the SoM, in cooperation with the SA, within the Continuous Training Programme. The lecture will combine prosecutorial and investigative perspectives and will integrate theoretical, practical, and case-based components, in line with EU standards and best operational practices.

To support this activity, the Project will mobilize one International Non-Permanent Expert (NPE) with extensive expertise in forensics science and crime scene investigation.

2. OBJECTIVES OF THE ASSIGNMENT

Global Objective:

To contribute to strengthening the capacity of magistrates, prosecutors, and judicial police officers in Albania to effectively manage crime scene investigations, in line with EU standards and best practices.

Specific Objective:

The assignment aims to:

· Enhance participants' understanding of crime scene investigation methodologies in complex and organised crime contexts;

· Strengthen the integration between prosecutorial and investigative functions in handling crime scene evidence;

· Promote practical, case-based learning approaches for CSI;

· Contribute to the improvement and updating of SoM and SA training curricula;

· Support alignment with EU standards and modern forensic practices.

3. TASKS AND RESPONSIBILITIES

The International NPE will work in close coordination with EU4LEA Permanent Experts, the School of Magistrates, and the assigned magistrate.

Preparation Phase (home-based)

The expert shall:

· Coordinate with EU4LEA Permanent Experts and SoM representatives to define the content and structure of the lecture;

· Review existing SoM/SA training materials related to CSI;

· Prepare a structured lecture presentation (PPT) integrating:

o crime scene management principles;

o forensics evidence collection and preservation;

o chain of custody and evidentiary standards;

o CSI in organised crime contexts;

· Develop case-based examples and practical scenarios;

· Ensure alignment with EU standards and international best practices.

Implementation Phase (on-site – SoM, Tirana)

The expert shall:

· Deliver the lecture jointly with the designated magistrate;

· Provide theoretical inputs and practical insights on CSI methodologies;

· Facilitate interactive discussions between magistrates and judicial police officers;

· Present case-based analysis illustrating real investigative challenges;

· Promote interdisciplinary exchange between prosecution and law enforcement actors;

· Contribute to strengthening the practical orientation of the training module.

Follow-up Phase (home-based)

Following the completion of the lecture, the expert will provide recommendations aimed at improving CSI-related curricula within the School of Magistrates and the Security Academy. The expert will also contribute to the preparation of a concise mission report summarizing the key findings, observations, and recommendations emerging from the activity.

4. OUTPUTS AND DELIVERABLES

The assignment will result in the preparation and delivery of a structured lecture on crime scene investigation, including the development of relevant training materials and agenda. The expert will contribute to the delivery of a two-day joint lecture at the School of Magistrates and support the documentation of the activity. The assignment will result in the following key outputs and deliverables:

- Prepared lecture presentation and training materials;

- Delivery of one joint CSI lecture (2-day specialized joint lectures) at the School of Magistrates;

- Mission report, including:

· summary of the lecture delivered;

· key issues discussed and identified gaps;

· recommendations for further curriculum development;

- Practical suggestions for enhancing CSI modules within SoM and SA.

5. METHODOLOGY

The assignment will be implemented through a practical, case-based, and interactive methodology designed to bridge theoretical knowledge and operational practice. The approach will combine structured presentations on crime scene investigation methodologies with the analysis of real-life or simulated cases, allowing participants to engage directly with practical scenarios.

Interactive discussions will be facilitated throughout the training to encourage exchange of experiences and perspectives between prosecutors and judicial police officers, thereby strengthening interdisciplinary cooperation. Particular emphasis will be placed on aligning the training content with EU standards and operational best practices, while ensuring that participants are able to translate theoretical concepts into applied knowledge and skills.

The assignment is expected to result in:

· Improved practical understanding of crime scene investigation methodologies;

· Strengthened coordination between prosecutorial and investigative functions;

· Enhanced quality and relevance of CSI training curricula within SoM and SA;

· Increased alignment with EU standards and best forensic practices.

6. EXPERT PROFILE

Required qualifications and expertise:

The International NPE shall be a highly experienced forensic professional with:

· At least 20 years of experience in forensic science, crime scene investigation, and criminal identification;

· Extensive service in national law enforcement forensic units, ideally in senior or coordination roles;

· Proven experience in crime scene management in organised crime contexts;

· Demonstrated experience in designing and delivering training curricula for forensic practitioners;

· Experience in international technical assistance projects (EU, UNODC, INTERPOL, etc.);

· Strong analytical and reporting skills;

· Professional working proficiency in English and/or other EU languages.

Professional experience

· Senior-level operational experience in forensic or criminalistics units;

· Experience working with prosecutors and judicial authorities;

· Proven ability to translate operational experience into training delivery;

· Experience in capacity-building and adult learning methodologies.

7. WORKING DAYS AND LOCATION

Starting date: 26 June 2026

Duration: 6 working days (4 on-site and 2 home-based days).

Location: Tirana, Albania (on-site) and home-based (remote work).

The allocation of days may be adjusted internally based on project needs, subject to prior approval from the EU4LEA Project Coordinator. However, the total duration of the assignment will remain unchanged.

8. PROPOSED WORK PLAN

Due to the evolving needs of the EU4LEA Project and its beneficiaries, and to this specific assignment, the proposed work plan may be adjusted or internally reallocated, subject to the approval of the EU4LEA Project Coordinator. However, the overall scope of activities and the total number of working days for the assignment will remain unchanged, as outlined in the separate agenda.

9. REPORTING

The Senior NPEs shall submit a brief work plan for feedback and informal clearance prior to the mission. The Senior NPEs shall submit no later than three weeks the full mission report and eventual recommendations after the mission's conclusion. All deliverables will be submitted first to the Permanent Expert on Evolutionary forms of OC and Forensics for technical endorsement and then forwarded to the Project Coordinator for final approval.

10. CONTACT

The EU4LEA Project Coordinator shall act as the primary point of contact for the overall assignment, with responsibility for overseeing the general implementation and progress of the mission. In parallel, the Permanent Expert on Evolutionary forms of OC and Forensics will serve as the designated contact persons for the practical organization of the mission as well as EU4LEA staff assigned to the mission. All relevant reports and documentation produced during or after the mission must be submitted to the Permanent Expert on Evolutionary forms of OC and Forensics. The Senior NPEs shall also remain in close coordination with the Project Coordinator and follow all instructions issued either by the latter or other authorized EU4LEA personnel.

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