



## ISFP-2017-AG-DRUGS-822561 - Coordinated tackling of new trends in drug trafficking/SNOW

### TERMS OF REFERENCE

#### For selecting 2 experts in the use of cryptocurrencies in drug trafficking within the project „ ISFP-2017-AG-DRUGS-822561 - Coordinated tackling of new trends in drug trafficking” - SNOW WHITE

The Romanian Prosecutor's Office attached to the High Court of Cassation and Justice (POHCCJ) is looking to contract two experts with expertise in the use of cryptocurrencies in drug trafficking within the project „ISFP-2017-AG-DRUGS-822561 - Coordinated tackling of new trends in drug trafficking/SNOW WHITE, co-financed by the European Commission, DG Home and Consumers.

#### 1. Project objectives/selection process

The general objective of the project “Coordinated tackling of new trends in drug trafficking” SNOW WHITE is to strengthen the capacity of antidrug Law Enforcement Agencies (LEA) from European Union member states of Romania, Belgium, Germany and Lithuania and to improve their cooperation by actively responding to emerging trends in illicit drug trafficking.

The project will seek to relaunch an informal network among European Union Member States (EU MS) covering the whole area of drug trafficking capable of assisting operational needs in fighting drug trafficking. Specific training will be provided in the use of dark net and cryptocurrency for trafficking drugs across EU with a potential for transferability to other MS.

The exchange of good practices and methods of cooperation in disrupting heroin and cocaine trafficking networks that use harbours as main entry points in EU will be achieved with 2 study visits (30 participants). A risk assessment study on three major European harbours will provide a better understanding among EU LEA of the trafficking networks.

The beneficiaries of this project are also the European LEA involved in fighting drug trafficking. The results of the project will positively impact the trust among European LEA and will increase the number of Joint Investigation Teams.

The final conference will disseminate the results of the project among EU MS and international organisations and similar networks.

The experts will work in the third activity of the project “Training on the drug trafficking by using dark web and cryptocurrencies, as follows:

- **Two trainings in Romania** (four days each) for law enforcement personnel in Romania (25 participants for each session – 10 prosecutors, 7 police officers, 5 border police officers, 3 custom personnel). (in English or Romanian language)



- **Two trainings in Lithuania** (four day each) for 25 law enforcement personnel from Lithuania, but also coming from Poland and other Baltic countries. (English language)

The objective of the trainings is to improve and develop new methods and techniques to fight synthetic drug trafficking particularly related to the use of dark web and cryptocurrencies and to improve the cooperation on European level among member states and European organisations.

The four day training session will have the same agenda and it will focus on the following topics: financial investigations to recover the proceeds from drug trafficking, in case of use of anonymization and encryption methods by the criminals, including virtual currencies and anonymous TOR; identification of the crime proceeds from drug trafficking, obtaining evidence, international leads, techniques for recovering the crime proceeds at international level, using techniques in real cases

The trainings will take part between September – December 2019, after the following indicative schedule:

**30.09 – 04.10.2019** (Romania)

**21.10 – 25.10.2019** (Romania)

**18.11 – 22.11.2019** (Lithuania)

**16.12 – 20.12.2019** (Lithuania)

## 2. Specific tasks

The experts will be required to:

- Attend the all training sessions in Romania and Lithuania where they will propose / draft and prepare training materials (presentations, case studies, etc.) and the agenda; in this respect they will take into considerations the objectives of the project and the experience and expertise of the participants
- Cooperate closely with the project leader and the project manager for preparing the events;

## 3. Results

The experts will cooperate with the project leader for achieving the objectives of the project. The expert will keep in contact with the project leader and the project manager throughout the activities to be carried out.

All the documents related to the activities conducted by the experts will have to meet the visibility requirements imposed by the European Commission. The project manager will assist the experts in meeting these requirements.

## 4. Expert profile

**Mandatory** requirements for expert selection:

1. Citizen of a member state of the European Union;
2. Mastering English language to a level needed for moderating and deliver presentations for an international audience;



3. General experience as facilitator, expert/guest lecturer/trainer, to at least two trainings for magistrates, law enforcement personnel;
4. Experience as trainer, facilitator, for trainings in the field of criminal investigations in the online environment dedicated to magistrates, law enforcement personnel;
5. Experience with criminal investigations in the online environment in transnational cases;
6. Excellent abilities of communication and writing;

**The application package to be sent by the candidates will include the following mandatory documents:**

1. Detailed proposal with activity planning, content outline (planning of 4 courses, proposed agendas, working methods) etc. In addition, the candidates is free to add whatever else they consider relevant in the proposal – maximum 3 pages.
2. Detailed Curriculum vitae (*Europass format*)

## **5. Financial offer and payment arrangements**

**Estimated value contract: 10.650 Euro for 1 expert/ as follows:**

The fee is **300 euro/day** for a total number of 20 days (four trainings in Romania and Lithuania) 6.000 eur/expert, as follows:

- Drafting curriculum, trainings in Romania – 300 euro/day fee x 11 days/expert = 3300 euro/expert
- Trainings, feed-back, trainings in Lithuania – 300 euro/day x 9 day/expert = 2700 euro/experts

The expert will also be paid a DSA (daily subsistence allowance), to cover accommodation, meals and local transport, as well as flight tickets from their country of residence to the places where the activities will be organized

- Daily subsistence allowance (DSA) (202 euro/day x 5 days x 2 courses RO)+ (163 euro/day x 5 days x 2 trainings LT) = **3650 euro**
- Travel 400 euro x 2 trips = **800 euro**
- Travel (inside country) 100 euro x 2 trips = **200 euro**

**Total value expert contract = 10.650 euro x 2 experts = 21.300 euro**

The experts from European Union must provide a Certificate of fiscal residence (certifying payment of tax on fees received in the project in their country of residence) or they may choose that the income tax is paid in Romania in accordance with the national fiscal legislation(10% on fees, DSA is exempt).

In order to pay for the services carried out by the expert, three documents will be drafted and signed by both parties: invoice, timesheet and protocol.



The experts and the beneficiary – the Romanian POHCCJ – will sign a contract providing the services.

## **6. Selection procedure**

An evaluation committee will make the selection of candidates, based on POHCCJ internal procedures and according to terms of references. Each member of the evaluation committee will complete an evaluation form and each candidate will receive a score for each selection criteria. The evaluation committee may reserve the right to request additional documents from applicants and it may held interviews with them to clarify documents contained in the dossier application.

### **Criteria for selection**

**a) General experience as facilitator, expert/guest lecturer/trainer, to at least two trainings for magistrates, law enforcement personnel will be awarded with maximum 25 points.**

**b) Experience as trainer, facilitator, for trainings in the field of criminal investigations in the online environment dedicated to magistrates, law enforcement personnel will be awarded maximum 25 points.**

**c) Experience with criminal investigations in the online environment in transnational cases will be awarded a maximum of 25 points.**

**d) Evaluation of the proposal submitted – maximum 25 points.**

Note: in order to be selected, a candidate must receive minimum 50 points.

After the evaluation of all the applications, the evaluation committee will rank the applicants in descending order according to the total score obtained with the applicant receiving the most points being ranked first.

## **7. Special conditions**

### **Property rights/use of the results**

The ownership of the deliverables, including the intellectual property rights, belongs to the Prosecutor's Office attached to the High Court of Cassation and Justice through the contract concluded between the expert and the institution.

### **Non-compliance**

In the case of partial or full failure to fulfill the tasks assigned to the experts in accordance with the terms of reference and the failure to comply with any commitments under the contract signed with PICCJ, PICCJ has the right to terminate the contract and claim damages.

The experts will not be held responsible for breaching their obligations unless they have been prevented from fulfilling their obligations by force majeure or other assimilated event.

## **8. Final provisions and contact details**



Co-funded by the European Union  
Directorate-General Migration and Home Affairs  
Internal Security Fund - Police

This terms of reference will be part of the contract to be concluded between the POHCCJ and the selected experts.

For more details or clarifications you may contact:

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