

**National Communication expert for High Anti-Corruption Court of Ukraine**

**Terms of Reference**

June 17, 2021

# Background and context

* 1. **General overview**

Ukraine has embarked on the path towards combatting corruption following the Revolution of Dignity in 2014. This process included the introduction of the comprehensive anti-corruption reform measures and establishing new anti-corruption institutions.

Since 2017, Denmark and the EU in the framework of the programme “EU Anti-Corruption Initiative in Ukraine (EUACI)” in its Phase I (2017-2020) implemented by the Danish International Development Agency using the indirect implementation modality, worked extensively on assisting the Ukrainian Government in putting into life its anti-corruption agenda and with building the capacities of the new anti-corruption institutions to fight corruption in the country.

One of the main focuses of the EUACI during the Phase I was supporting the process of the establishment and putting into operation of the High Anti-Corruption Court of Ukraine (HACC), a specialized court of 38 judges mandated with adjudicating high-level corruption cases investigated by the National Anti-Corruption Bureau of Ukraine and prosecuted by the Specialized Anti-Corruption Prosecution Office. HACC completes the chain of specialized bodies in the criminal justice chain established for effective investigation, prosecution, and adjudication of high-level corruption cases in Ukraine.

Based on the significant positive results attained during the Phase I, including the operational launch of HACC and functioning of its both chambers, Denmark and the EU decided to engage in a second phase of the programme aimed at sustaining existing results and further expanding the support to newly established anti-corruption institutions. As in Phase I, Denmark is implementing the programme on behalf of the EU and is using an indirect implementation modality based on Danish guidelines.

* 1. **Contracting authority**

The contracting authority is the European Union Anti-Corruption Initiative in Ukraine, hereinafter referred to as the “Customer”.

* 1. **Beneficiary**

The beneficiary is the High Anti-Corruption Court of Ukraine (hereinafter referred to as “HACC”).

# Objective

The main objective of technical support to be provided to the HACC within the framework of this engagement is to contribute to the effective communication of HACC. The assignment will contribute towards this end by ensuring that the HACC operates with a clearly defined communication strategy.

1. **Scope of work and expected deliverables**

**Scope of work**

The national communication expert will be working closely with HACC/EUACI for the fulfillment of the following tasks:

• Assessment of the status of implementation of HACC communication strategy;

• Updating of HACC communication strategy;

• Providing recommendations on improvement of communication activities of HACC (including HACC Appellate Chamber);

• Assist and guide the communication units/spokespersons of the HACC in performing daily tasks and in particular the preparation of media products (press releases, social media posts, public comments, and statements);

• Update crisis communication guidelines of the HACC;

• Train HACC staff and management regarding the application of updated crisis communication guidelines and communication strategy;

• Assist HACC in the process of development and launching of HACC website (website is being developed by a vendor contracted by EUACI);

• Feed to update of HACC brand book;

• Other tasks as assigned.

An expert will be expected to work in close coordination with EUACI representatives and will be required to report on the implementation of tasks.

**Expected deliverables:**

• Assessment report on HACC communication strategy status of implementation (with recommendations);

• Updated communication Strategy;

• Updated crisis communication guidelines;

• Training of HACC staff and management regarding the application of updated crisis communication guidelines and communication strategy;

• Other thematic documents as required or assigned;

• A final report of a maximum of 5 pages, excluding annexes as the final deliverable. The report shall provide an assessment of the achievements made concerning the scope of work and deliverables, and any critical issues/recommendations for possible follow-up.

1. **Timeline**

The intended commencement date is the date of signature of the contract with consultant and the period of implementation of the contract will be 1 year, with a duration of 120 working days.

1. **Professional Requirements**

Education and Experience:

* A university degree in journalism or other related discipline;
* 5 years of relevant professional experience as a communication expert or communication adviser, preferably with the focus on justice/rule of law/anti-corruption field;
* Proven experience in conducting communication services;
* Knowledge of media landscape of Ukraine is obligatory;
* Excellent analytical and communication skills;
* Previous experience working with/knowledge of anti-corruption reform in Ukraine will be considered as an asset;
* Fluency in written and oral Ukrainian and English.

1. **Monitoring and evaluation**

Definition of indicators

The performance of the contractor will be judged upon reaching the purpose of this contract as well as obtaining its results, as indicated in the sections "Objective" and "Expected Deliverables" herein respectively. Moreover, the performance of the contractors will be judged upon successful implementation of all the specific activities indicated above.

Special requirements

By signing the contract, the contractors agree to hold in trust and confidence any information or documents ("confidential information"), disclosed to the contractors or discovered by the contractors or prepared by the contractors in the course of or as a result of the implementation of the contract, and agrees that it shall be used only for the purposes of the contract implementation and shall not be disclosed to any third party.

The contractor reports to the EUACI. The contractor shall be briefed prior to starting with the assignment. The contractor shall de-brief the EUACI prior to finalising the assignment.

The contractor shall immediately inform the EUACI after 50% and again after 75% use of the overall foreseen working days under this contract.

1. **Cross-cutting issues (integration of the youth, equal opportunities)**

The project will be implemented ensuring equal opportunities for men and women and integration of the youth.

# Bidding details

The bidder must submit the following information to be considered:

1. The CV.
2. A list of similar assignments, executed in the last five years.
3. Provide a detailed description of the methodology.
4. Budget for the services in EUR, inclusive of all taxes or other such charges.

# How to apply

The deadline for submitting the proposals is July 2, 2021, 18:00 Kyiv time.

The proposals shall be submitted within the above deadline to vikkyl@um.dk, indicating the subject line “**HACC communication expert**”,

Bidding language: English.

Any clarification questions for the bid request should be addressed to vikkyl@um.dk, no later than June 25, 2021, 18:00 Kyiv time.

# Evaluation criteria

Bids will be evaluated under the criteria provided below:

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| **#** | **Criteria** | **Weight** |
| 1 | Experience, skills, and competencies | 50% |
| 2 | Proposed methodology and detailed timelines | 30% |
| 3 | Proposed budget | 20% |