

Vacancy Announcement 2019-02-02

## TERMS OF REFERENCE

UNLIREC project “Combat of Illicit Arms and Ammunition Trafficking  
in Latin America and the Caribbean”

### National Baseline Study – Trinidad and Tobago

#### General Information

Unit:	Conventional Arms Programme
Title:	Researcher
Duty station:	Trinidad and Tobago
Type of contract:	Individual Contract (IC)
Duration of contract:	Maximum 120 days, from the signing of the contract

#### 1. Background

The United Nations Regional Centre for Peace, Disarmament and Development in Latin America and the Caribbean (UNLIREC), as the operational arm of the UN Office for Disarmament Affairs, is mandated to provide substantive support for the initiatives and other activities of the Member States of the Latin American and the Caribbean region for the implementation of measures for peace and disarmament, and for the promotion of economic and social development.

Since 2015, UNLIREC has been supporting Latin America and the Caribbean (LAC) States in their efforts to strengthen oversight and building capacities for small arms control and ammunition within the private security sector (PSS), through the implementation of internationally-accepted standards, norms, and good practices like the Modular Small-arms-control Implementation Compendium (MOSAIC) and the International Ammunition Technical Guidelines (IATG). This project seeks to provide assistance to national regulatory authorities, private security companies and industry associations through the delivery of specialized capacity-building trainings, advisory and technical support aimed at preventing the diversion and illicit traffic of arms and ammunition held by private security companies and reducing the number of incidents caused by armed violence.

The project is funded by the Government of the Federal Republic of Germany. El Salvador, Peru, Costa Rica, Guatemala, Jamaica and Mexico have been beneficiary countries in previous phases of the project. As of 2019 both the Dominican Republic and Trinidad and Tobago can benefit from the assistance.

#### Geographical coverage / Cobertura geográfica

Antigua and Barbuda . Argentina . Bahamas . Barbados . Belize . Bolivia . Brazil . Chile . Colombia  
Costa Rica . Cuba . Dominican Republic . Dominica . Ecuador . El Salvador . Grenada . Guatemala  
Guyana . Haiti . Honduras . Jamaica . Mexico . Nicaragua . Panama . Paraguay . Peru . Saint Lucia  
Saint Vicent and the Grenadines . St. Kitts and Nevis . Suriname . Trinidad and Tobago . Uruguay . Venezuela

Av. Jorge Chávez 275, Piso 3  
Miraflores – Lima 18, Perú  
Tel: +51.1.6259114  
E-mail: [info@unlirec.org](mailto:info@unlirec.org)  
<http://www.unlirec.org>

## **2. Purpose and scope**

UNLIREC requires the services of a research consultant to develop a baseline study on the private security sector in Trinidad and Tobago, focused on management and control of arms and ammunition held by private security companies, as well as on governance and oversight of the PSS.

## **3. Required outputs**

The researcher will be responsible for:

- Preparing a report of no more than thirty (30) pages (excluding annexes) on the state of the private security sector in Trinidad and Tobago with a focus on both small arms control and private security regulation and oversight. The report should contain, at least (but not limited to): overall context, information and characteristics of the private security sector (PSS) in Trinidad and Tobago including background, evolution, number and types of Private Security Companies (PSCs), arms and ammunition held by PSCs, as well as the national legal and regulatory framework of the PSS, including the provisions regulating the access, possession and use of firearms. The study should identify relevant challenges in the sector and provide recommendations.
- Preparing a PowerPoint presentation summarizing the main findings of the study, once the final report has been submitted, reviewed and approved.

## **4. Education and experience**

### *Education*

- Professional graduate in international relations, social sciences, political science, strategic studies or related discipline. Postgraduate studies are desirable.

### *Experience*

- Minimum of five (5) years of practical experience as a researcher in the field of citizen security, defense and/or related areas.
- Familiarity with international norms and standards on small arms control and private security regulation is an asset.
- Working experience in Trinidad and Tobago or the Caribbean is highly desirable.

### *Languages*

- Fluency in written and oral English.

## **5. Submission of application**

Qualified candidates should submit:

- a) UN Personal History Form (P11 Format) with a list of publications and research undertaken.

- b) One professional writing sample on citizen security and/or related subjects. The sample could be written in the form of an academic article, a policy paper, a review, a research study or an essay. The writing sample should be recent (not older than 2 years) and should not exceed 15 pages in length.
- c) Contact details of two professional references.
- d) Technical proposal: thematic and methodological outline of the study on the private security sector in Trinidad and Tobago (see point 3). The proposal must not exceed 10 pages.
- e) Economic proposal: total cost of the technical proposal.

Items a) - d) will constitute 70% of the evaluation of candidates and the economic proposal (item e) will constitute 30% of the evaluation.

Applications should be submitted via e-mail to [rrhh@unlirec.org](mailto:rrhh@unlirec.org) in electronic version no later than **10 March 2019** with Vacancy Announcement 2019-02-02 “**Baseline Study Private Security TT**” in the subject line.

## 6. Additional considerations

- Candidates should be nationals of Trinidad and Tobago or residents in the country.
- The delivered products will be property of UNLIREC and may not be reproduced or shared in any form, without express written consent from the Regional Centre.
- Applications received after the closing date will not be considered.
- Only shortlisted candidates will be contacted.
- Female candidates are particularly encouraged to apply.
- There will be a period of five (5) working days allowed from the signing of the contract to the presentation of the workplan and timetable.
- The duration of this consultancy is ninety (90) calendar days from the signing of the contract. The researcher will work under the supervision of the project team leader.
- Once the final report has been submitted for review, UNLIREC may request adjustments and modifications. The deadline for submitting the final report and related products is twenty (20) calendar days from the time adjustments are requested.<sup>1</sup>

## 7. Technical evaluation criteria for applicants

The applications received will be assessed according to the following criteria:

			%	SCORES OF APPLICANTS
	<b>TECHNICAL PROPOSAL</b>			

<sup>1</sup> The final report shall comply with the standards and criteria detailed in Annex 1 and must be approved by UNLIREC’s Conventional Arms Control Programme.

<b>TECHNICAL CRITERIA</b>	<b>PRELIMINARY REVISION:</b> Submission of the required documents in a timely manner: <ul style="list-style-type: none"> <li>• Economic proposal, including applicant's signature</li> <li>• Technical proposal, including applicant's signature</li> <li>• Professional writing sample.</li> <li>• UN Personal History Form, including applicant's signature</li> <li>• Professional references.</li> </ul>	<b>COMPLIES/ DOES NOT COMPLY</b>		
	<b>Education</b>	<b>8</b>		
	Compliance with required profile	complies/ does not comply		
	Additional postgraduate studies / relevant courses or certifications	8		
	Written and oral proficiency in English	complies/ does not comply		
	<b>Experience</b>	<b>15</b>		
	Minimum of five years of practical experience as a researcher in the field of citizen security, defense and related areas.	complies/ does not comply		
	More than 5 and up to 10 years of practical experience	2		
	More than 10 and up to 15 years of practical experience	3	<b>70%</b>	
	More than 15 years of practical experience	5		
	Knowledge and experience in disarmament and small arms and light weapons (SALW) control, 2 additional points. Specific experience in more than one country in the region, 1 additional point. Specific experience in more than three countries in the region, 3 additional points.	5		
	Knowledge and experience in private security sector governance (norms and standards of regulation and oversight), 2 additional points. Specific experience in more than one country in the region, 1 additional point. Specific experience in more than three countries in the region, 3 additional points.	5		
	<b>Professional writing sample</b>	<b>8</b>		
	Quality	4		
	Relevance	4		
	<b>Professional references</b>	<b>5</b>		
	Public institution	2,5		
	International cooperation	2,5		
	<b>Technical proposal</b>	<b>64</b>		
	Comprehensiveness	42		
Methodology	22			
<b>ECONOMIC CRITERIA</b>	<b>Economic Proposal:</b>		<b>30%</b>	
	<b>TOTAL</b>		<b>100%</b>	

**Geographical coverage / Cobertura geográfica**

Antigua and Barbuda . Argentina . Bahamas . Barbados . Belize . Bolivia . Brazil . Chile . Colombia  
Costa Rica . Cuba . Dominican Republic . Dominica . Ecuador . El Salvador . Grenada . Guatemala  
Guyana . Haiti . Honduras . Jamaica . Mexico . Nicaragua . Panama . Paraguay . Peru . Saint Lucia  
Saint Vincent and the Grenadines . St. Kitts and Nevis . Suriname . Trinidad and Tobago . Uruguay . Venezuela

Av. Jorge Chávez 275, Piso 3  
Miraflores – Lima 18, Perú  
Tel: +51.1.6259114  
E-mail: info@unlirec.org  
http://www.unlirec.org

**Geographical coverage / Cobertura geográfica**

Antigua and Barbuda . Argentina . Bahamas . Barbados . Belize . Bolivia . Brazil . Chile . Colombia  
Costa Rica . Cuba . Dominican Republic . Dominica . Ecuador . El Salvador . Grenada . Guatemala  
Guyana . Haiti . Honduras . Jamaica . Mexico . Nicaragua . Panama . Paraguay . Peru . Saint Lucia  
Saint Vincent and the Grenadines . St. Kitts and Nevis . Suriname . Trinidad and Tobago . Uruguay . Venezuela

Av. Jorge Chávez 275, Piso 3  
Miraflores – Lima 18, Perú  
Tel: +51.1.6259114  
E-mail: [info@unlirec.org](mailto:info@unlirec.org)  
<http://www.unlirec.org>