



**World Customs
Organization**

Terms of Reference

**Compliance and Facilitation Directorate
Enforcement and Compliance Sub-Directorate**

WCO AML/CTF Programme

**Consultancy for the design and delivery of curricula on
Anti-money Laundering and Counter-terrorism
Financing in the Customs arena**

Deadline for applying: 5 April 2021
To submit by email to: WCOTentacle@wcoomd.org

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1. BACKGROUND

i. Contracting Authority

World Customs Organization (WCO).

ii. Introduction

The World Customs Organization (WCO) is an independent intergovernmental body, established in 1952 as the Customs Co-operation Council (CCC), whose mission is to enhance the effectiveness and efficiency of Customs services across the globe. The WCO represents 183 Customs administrations that collectively process approximately 98% of world trade. As the global centre of Customs expertise, the WCO is the only international organization with competence in Customs matters.

As a forum for dialogue and exchange of experiences between national Customs delegates, the WCO offers its Members a range of Conventions and other international instruments, as well as technical assistance and training services provided either directly by the Secretariat, or with its participation. The Secretariat also actively supports its Members in their endeavours to modernize and build capacity within their national Customs administrations.

2. DESCRIPTION OF THE ASSIGNMENT

i. Programme overview

The WCO created its 8th Programme within the Enforcement and Compliance Sub-directorate, the Anti-money Laundering and Counter-terrorism Financing Programme (AML-CTF) in 2018. The primary reason that most transnational criminal organizations engage in their illicit activities is to generate premium profits due to the illegal nature of their activities. Law enforcement authorities, in addition to targeting the illicit activity that is at the core of these networks, should also target the illicit profits that these organizations generate. The most damaging action against such networks, after the arrest and prosecution of their leadership, is the identification, seizure and confiscation of their dirty money. Without these illicit funds, transnational criminal organizations (TCOs) and terrorist organizations cannot continue their operations. They cannot pay their lower level members, purchase the equipment they need, pay bribes, etc.

The WCO realizes that Customs Services ("Customs") play a primary role in the global effort to thwart money laundering. Customs is uniquely positioned to serve as the primary sentinel at international borders and inland ports of entry, as they enforce the movement of smuggled currency, currency equivalents, gems/precious metals and other items of monetary value across the international borders.

In support of the global law enforcement and regulatory effort to combat international money laundering, the WCO initiated Project TENTACLE in 2019. Project TENTACLE is a WCO-led AML-CTF project that targets bulk currency smuggling, the smuggling of gems and precious metals, trade-based money laundering, as well as capacity building with regard to free trade zones.

ii. Programme background

The goal of Project TENTACLE is to raise the capabilities of the WCO Members to combat money laundering and terrorist financing and to target the same activities from an operational standpoint. The WCO will conduct seven (7) capacity building workshops from 2021 to 2023 in Latin America, Asia, Africa, Eastern Europe and the Middle East. Each of these capacity building workshops will be followed by regional operational efforts. Project TENTACLE will be expanding its efforts in the AML/CTF arena into the area of financial crime intelligence, to include the development of a capacity building platform for such efforts in conjunction with the Egmont Group for Financial Intelligence Units.

iii. Programme objectives

The program objectives are envisioned to be achieved mainly through:

- Delivery of technical assistance and capacity building;
- Conducting training workshops;

- Conducting scoping missions;
- Developing and updating training curriculum and materials including e-learning modules;
- Preparing operational efforts to target the smuggling of currency/currency equivalents, gems and precious metals and basic trade-based money laundering;
- Providing experts to support Members training and operational efforts within their countries and regions;
- Organizing post-operational meetings to assess the overall results of the missions;
- Promoting heightened awareness of AML-CTF in the Customs arena; and
- Partnering with the primary WCO counterparts on the international stage with regard to AML-CTF, such as INTERPOL, the Egmont Group, the Financial Action Task Force (FATF) and others.

iv. Requested services

The experts will work in close cooperation with the WCO AML-CTF Programme Manager and the Project TENTACLE Project Manager within the WCO Enforcement and Compliance Sub-Directorate, in the Compliance and Facilitation Directorate.

The experts will be responsible for:

- (i) Operational activities:**
 - Delivering training on money laundering and/or terrorism financing with a focus on bulk currency smuggling, the smuggling of gems and precious metals, trade-based money laundering, as well as free trade zones, by utilizing the WCO AML-CTF Programme training material.
- (ii) Reporting and analysis activities:**
 - Reporting on his/her activities to the WCO Programme Manager of the AML-CTF Programme and the Project Manager of the TENTACLE Project throughout the duration of his/her contract; and
 - Producing a detailed final report by the end of every seminar or training, describing the training activities delivered, including results, achieved outcomes and recommendations for the future.
- (iii) Communication activities:**
 - Assisting in liaison efforts with programme participants, partners and other key stakeholders.
- (iv) Any other tasks that may be agreed upon with the WCO AML-CTF Programme Manager and/or with the Project TENTACLE Project Manager.**

3. EXPERTS PROFILE

i. Number of experts

Twelve (12) experts (consultants) will be required to carry out this assignment.

The experts will be part of a pool of trainers.

ii. Profile required

The experts will deliver trainings to WCO Members and other government regulatory or law enforcement administrations that operate at international border areas and Financial Intelligence Units (FIUs) that have a mandate to analyze suspicious financial reporting. The experts will have to deliver missions in countries and locations to be determined by the WCO Secretariat.

The experts should have relevant education, qualifications/skills and experience profiled below:

Education

- ✓ Advanced university degree (Master or equivalent) or higher (PHD or equivalent) in a relevant field of study in combination with eight additional years of compulsory relevant work experience; or
- ✓ A first-level university degree in combination with ten additional years of compulsory relevant work experience; or

- ✓ A first-level university degree in combination with at least four years of Financial Intelligence Unit experience in combatting money laundering.

Qualifications and skills

- ✓ Fluency in English or French; fluency in both would be an asset;
- ✓ Good organizational skills;
- ✓ Experience as moderator/facilitator;
- ✓ Excellent presentation skills;
- ✓ Stress-resistance;
- ✓ Flexibility;
- ✓ Enthusiasm and open-mindedness;
- ✓ Strong interpersonal skills;
- ✓ The ability to frame complex money laundering themes in basic and understandable terms.

Professional experience

- ✓ A minimum of ten (10) years relevant operational practice as law enforcement/customs officer is required for this position or four (4) years minimum experience as a FIU/CENTIF analyst;
- ✓ Skilled senior trainer with previous experience in similar assignments in multicultural environments;
- ✓ Extensive experience in combatting and investigating money laundering and/or terrorism financing in the Customs arena with a solid knowledge on bulk currency smuggling, the smuggling of gems and precious metals, and trade-based money laundering concepts and schemes;
- ✓ Solid knowledge of role played by WCO Project TENTACLE partners, Egmont Group and Interpol, and primary counterparts on the international stage with regard to AML-CTF, such the Financial Action Task Force (FATF) and others;
- ✓ Strong experience conducting transnational organized crime and/or terrorism financing investigations;
- ✓ Criminal investigations, preferably as a supervisor, experience and presentation of successful cases would be a strong asset;
- ✓ Supervisory experience is a plus;
- ✓ Experience in elevating investigations to the prosecution level;
- ✓ Experience in designing and developing lesson contents and plans, including inter-active training sessions, exercises and presentations;
- ✓ Experience in delivering interactive training programs for professional law enforcement representatives;
- ✓ Experience in providing international technical support.

4. FRAMEWORK AGREEMENT AND CONDITIONS

i. Commencement date & duration of assignment and payment

The period of the assignment will commence in 2021 for a duration of two years. Services of the expert are usually required for a period of up to one week; however, the possibility of a combination of training seminars placed together and extended workshops cannot be excluded.

Salary of up to \$700 (USD) per working day depending on the expert's qualification and experience.

The experts travelling on duty on behalf of the WCO under a travel order will be entitled to the reimbursement of travel expenses incurred for this purpose, as well as a daily subsistence allowance.

ii. Location

Depending on the specific needs, the expert will be required to work in countries and locations to be determined by the WCO Secretariat. On occasion, the trainings may be held at the WCO Headquarters in Brussels, Belgium.

5. APPLICATION AND RECRUITEMENT PROCESS

It is incumbent on the applicant to demonstrate how he/she meets each of the essential qualifications and requirements. Applicants are encouraged to detail concrete achievements in their CVs and/or in their cover letters, as well as provide references.

Only short-listed candidates will be contacted. Applicants may be requested to provide copies of their original diploma, certificates and proof of relevant experience. Pre-selected candidates may also be subject

to reference checks to confirm the information provided in the application.

Interested candidates should submit their application no later than **Monday, 5 April 2021**, including a CV of maximum five (5) pages and a cover letter in English or French by email to:
WCOTentacle@wcoomd.org

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the criteria of the position and the applicable WCO rules.