



TERMS OF REFERENCE
NATIONAL CONSULTANT/ EXPERT IN DISARMAMENT AND SECURITY ISSUES

PROJECT TITLE: Regulating Small Arms Brokering in Eastern Africa

COUNTRY: [Burundi](#)

POSITION: National Consultant

EXPECTED DURATION: : 2 months

REMUNERATION: USD 4,000

STARTING DATE: ASAP

1. CONTEXT

Illicit brokering in small arms and light weapons facilitates the flow of illicit small arms and light weapons into conflict areas and into the hands of criminal and terrorist groups, with grave consequences for international peace and security, economic and social development and the safety of civilians. Illicit brokering activities in small arms and light weapons thus has a profound destabilizing effect and has been an important factor in violations of arms embargoes imposed by the Security Council. The Group of Governmental Experts established pursuant to General Assembly resolution 60/81 emphasized that the globalised nature of the environment in which arms brokering activities take place necessitates the development of a coherent approach to illicit brokering in all its aspects.

When States agreed on the Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in Small Arms and Light Weapons in All Its Aspects (Programme of Action), they also made a commitment to develop adequate national legislation or administrative procedures to regulate small arms and light weapons brokering. The Group of Governmental Experts highlighted the need for effective international cooperation to curb illicit brokering in small arms and light weapons, namely through the provision of assistance for capacity-building; enhanced information-sharing among States; and mutual assistance arrangements for the identification, investigation and prosecution of illicit brokers. Indeed, their report advocated strongly for the intensification of international cooperation in tackling illicit brokering in small arms and light weapons, both regarding the exchange of evidentiary information and assistance for capacity-building.

With the financial support of the Austrian Government, the United Nations Regional Centre for Peace and Disarmament in Africa (UNREC) plans to undertake the brokering project with the objective of strengthening the capacity of Eastern Africa National Focal Points on Small Arms to control and regulate small arms brokering. The [Burundi](#) National Focal Point (NFP) will benefit from this project.

UNREC will assist the [Burundi](#) NFP to conduct an inventory of existing small arms brokers in the country, and create a register of brokers with the following activities:

1. Software development for the register of Brokers based on the Best Practice Guidelines developed by RECSA;
2. Data collection and identification of existing brokers by a national consultant;
3. Assist the National Focal Point to register brokers using the collected data and the electronic register;
4. Publication of a final activity report: compendium list of brokers and lessons learnt; and
5. Enhance cooperation and information-sharing on small arms brokering in the sub-region.

2. RESPONSIBILITIES

Under the general supervision of the Director of UNREC, the direct supervision of the project coordinator and in collaboration with the National Focal Point, the consultant will have the following responsibilities:

- Elaborate a research methodology for the identification of brokers in the country;
- Identify sources of information and pertinent institutional contacts;
- Identify arms brokers in the country and collect the necessary data and documentation for the registration of brokers;
- Submit a mid-term report to UNREC with the status of the research;
- Assist the National Focal Point to register brokers using the data collected and the electronic register, using the RECSA guidelines related to brokering;
- Submit the final report to UNREC containing the inventory of brokers in the country and lessons learnt; and
- Integrate feed back from UNREC in the final report.

3. PAYMENT MODALITY

The consultant will receive a lump sum remuneration of \$4,000, which will be paid in two instalments of \$2,000 each:

- The first instalment will be provided upon submission and acceptance of the midterm report. The midterm report must include details on: the research methodology developed; the sources of information used; authorities contacted; and list of brokers identified.
- The second instalment will be provided upon submission and acceptance of the final report. The final report must contain: the information provided in the midterm report, the inventory of brokers registered as it appears in the electronic register, and lessons learnt.

The midterm report and the final report will be drafted in English and submitted to the Project Coordinator for approval. The Project Coordinator will review the reports within the first five days after submission and accept or decline approval. In case approval is declined, the Project Coordinator will provide the necessary feedback for the acceptance of the reports, including a revised timeframe.

4. EXPECTED RESULTS

- Electronic Register of Brokers in place, updated and functioning.

- Midterm report containing research methodology, sources of information, authorities contacted and network established and brokers identified.
- Final report that includes the information provided in the midterm report, brokers registered, and lessons learned.

5. COMPETENCES

The consultant must possess the following skills and qualities:

Professionalism: Expert knowledge and proven expertise on the problem of the proliferation of small arms and light weapons, disarmament, peace and security issues, as well as in-depth understanding of small arms and light weapons brokering activities; sound political judgment, familiarity with and understanding of East African countries' security/defence and disarmament situation.

Research and Teaching: Proven ability to research and transfer knowledge to peers in an effective manner.

Communication: Excellent and effective drafting and presentation skills.

Team Work: Excellent interpersonal skills; proven effective skills in cooperating with others; proven ability to work in a team; ability to interact and establish and maintain effective working relations with people in multi-cultural, multi-ethnic environment, with sensitivity and respect for diversity.

Technology Awareness: Ability to use computer applications, including the Internet and ability to learn to use new software.

6. EDUCATION

Advanced university degree (Master's or equivalent) in international affairs, political science, international humanitarian law, defence and security strategies or related field. A degree in other fields may be complemented by practical relevant experience.

7. EXPERIENCE

At least five years of experience in the fields of peace, security, disarmament or related defence matters. Proven experience in inventory elaboration would be an asset. Extensive knowledge of research techniques is required. Work experience within armed and security forces would be highly appreciated

8. LANGUAGE

Proficiency in English is required.