

RECRUITMENT OF A SHORT-TERM CONTRACTOR TO REVIEW THE SADC ANTI-CORRUPTION STRATEGIC ACTION PLAN (2018-2022)

TERMS OF REFERENCE (TOR) 83380917 ANNEX1

1. Introduction / Background

SADC is a Regional Inter-Governmental Organisation comprising 16 Southern African countries, headquartered in Gaborone, Botswana. SADC's mission is to promote sustainable and equitable economic growth and socio-economic development through efficient, productive systems, deeper co-operation and integration, good governance, and durable peace and security. The SADC Programme of Action is outlined in the Regional Indicative Strategic Development Plan (RISDP) (2020-2030).

1.1 Current situation in the sector

The SADC Protocol against Corruption adopted in 2001 entered into force in July 2005. Implementation of the Protocol is overseen by the SADC Anti-Corruption Committee (SACC) which is established under Article 11 of the protocol. Article 11 (3)(e) provides that the SACC shall among other responsibilities evaluate programmes to be put in place and a programme of co-operation for the implementation of the Protocol. In 2018, the Ministerial Committee of the Organ (MCO) adopted the SADC Anti-Corruption Strategic Action plan for 2018-2022 which provides the framework for operationalization of the SADC Protocol against Corruption. Article 11 (3)(e) provides that the SACC shall among other responsibilities evaluate programmes to be put in place and a programme of co-operation for the implementation of the Protocol.

The implementation of the strategic Anti-Corruption action plan (2018-2022) is approaching the end and a revised plan will require adoption by the Ministerial Committee of the Organ (MCO) by 2022. There is need to therefore assess progress and also propose a revised strategy. The focus of the strategic action plan is to operationalize the protocol against corruption. There is also need for the revised Strategic Action Plan to emerge to align with the SADC Regional Integrated Strategic Development Plan (2020-2030) and also take cognizance of emerging issues and trends in the Anti-corruption sector in the region and beyond to enhance its relevance and effectiveness.

2.0 OBJECTIVE, PURPOSE & EXPECTED RESULTS

2.1 Overall objective

The overall objective of the assignment is to conduct a review of the implementation of the SADC strategic Anti-Corruption Action Plan (2018-2022) since its adoption by the Ministerial Committee of the Organ in 2018 and develop a revised strategic plan of action. Specifically, the assignment will:

- i. review deliverables produced to date in comparison with the performance indicators and achievement of the objectives
- ii. assess resources that have been mobilized to support implementation of the strategic Anti-Corruption Action Plan since its adoption.
- iii. assess and integrate key emerging regional corruption issues and suggest a revised plan for approval.
- iv. draw lessons learning and provide recommendations on modifications to increase the likelihood of success.

2.2 Results to be achieved by the contractor

Result 1: Prepare and Submit an Inception Report.

Result 2: Undertake a detailed review of key documentation, including the Regional Indicative Strategic Development Plan, Strategic Anti-Corruption action plan (2018-2022), the SADC Protocol against Corruption, the Analytical report on the Regional Corruption Assessment Report, Report of Lessons Learned and Impact of Covid 19, The Regional Transnational Organized Crime Strategy, SADC Regional Threat Assessment Report and other key documents and papers discussed by SACC and use critical issues from these to inform the development of the revised plan as well as subsequent consultations with key stakeholders.

Result 2: Undertake consultations with Member States virtually, specifically Anti-Corruption agencies and other key stakeholders in the SADC region with support from the SADC Secretariat to collect relevant inputs to inform the revised plan.

Result 3: Submit a Draft evaluation report and the proposed revised Anti-Corruption Strategic Action Plan to run until 2026.

Result 4: Conduction a Validation meeting virtually on the report and the revised plan with Member States

Result 5: Submit the Final Report and revised Anti-Corruption Strategic Action Plan for consideration and adoption by SACC and MCO at their respective meetings in 2022.

3.0 ASSUMPTIONS & RISKS

3.1 Assumptions underlying the project

- SADC Member States will fully cooperate, support and provide the contractor with the necessary inputs timely to complete the assignment within the envisaged timeframe.

3.2 Risks

- Slow responses from Member States in providing inputs required by for this assignment may delay completion of the assignment leading to possible time and cost overruns.

4.0 SCOPE OF THE WORK

4.1 General

4.2 Description of the assignment

- a) Prepare an Inception Report of maximum 15 pages to be produced after 2 weeks from the start of implementation. The report shall outline the contractor's understanding of the assignment and its Terms of Reference, the activities, methodology and timeframes for conducting the review, and outline their proposed work plan. The contractor will proceed with their work after the contracting authority approves the inception report.
- b) Undertake consultations with Member States, specifically Anti-Corruption agencies with support from the SADC Secretariat. These may be done through structured interviews and consultative meetings done virtually. Consult other stakeholders who will include staff from the SADC Secretariat and other key SADC Partners in the region in the area of Anti-corruption. The consultative meetings and interviews will provide an opportunity to explore relevant issues relating to emerging corruption trends and issues in the region and how they can be mainstreamed in the Strategic Action Plan. The contractor will also conduct a desk review on relevant Literature to draw out critical issues which will inform the revised Strategic Action plan of the strategy to ensure that it remains relevant to addressing current needs crucial to regional efforts against corruption.
- c) Submit a Draft Report and the proposed revised Draft Anti-Corruption Strategic Plan of Action for Comments based on the knowledge and information above. The report should present the results of the review and should be as clear and concise as possible, focus on findings, conclusions and recommendations, and include an executive summary. In organizing the conclusions and recommendations sections, the contractor should account for the implementation period of the Strategic action

plan. The contractor shall provide the Secretariat at least 2 weeks to review and comment on the various deliverables submitted.

- d) Validate the report with Member States- The contractor shall facilitate a Validation meeting with Member States to review the proposed revised plan.
- e) Submit the Final report and the revised Anti-Corruption Strategic Plan of Action within 2 weeks after the validation for Consideration by SACC and MCO.

4.3 Geographical area to be covered

The Revised Plan that would emerge from this process will cater for all the sixteen SADC member states which are: *Republics of Angola, Botswana, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Zambia and Zimbabwe, Democratic Republic of Congo (DRC), the Kingdoms of Eswatini and Lesotho, Union of Comoros and the United Republic of Tanzania.*

4.4 Target groups

The primary target groups for this assignment will be the SADC Member States, specifically Anti-Corruption agencies in the SADC Region.

4.5 Project management

4.5.1 Responsible body

The Public Security Sector within the Directorate of Organ on Politics Defence and Security Affairs will be responsible for managing the consultancy.

4.5.2 Management structure

The individual contractor shall perform the assigned tasks under the guidance and direct supervision of the Director of the Organ on Politics Defence and Security Affairs.

5.0 LOGISTICS AND TIMING

5.1 Location

The contractor will operate remotely through virtual contacts with the SADC Secretariat in Gaborone, Botswana including during the Inception meeting.

5.2 Start date & period of implementation of tasks

The intended start date is 1st June 2021 and the period of implementation of the contract will be 30 days to complete. Please see Articles 2.1, 2.3 and 2.4 of the special conditions for the actual start date and period of implementation.

6.0 REQUIREMENTS

6.1 Staff

Note that civil servants and other staff of the public administration of the partner country, or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

6.2 Key experts

The contractor should:

- a) Have a Post-graduate qualification in a relevant field (preferably Governance, Anti-Corruption, Social Science or related field)
- b) Have knowledge and at least 10 years of demonstrable experience in working on Governance issues preferably Anti-Corruption issues,
- c) Prior experience in strategy development, conducting reviews/evaluation and development of Governance and Anti-corruption policies and/or strategies will be a significant advantage.
- d) Demonstrable knowledge of Anti-Corruption issues in the SADC Region and relevant regional instruments such as the SADC Protocol against Corruption.
- e) Experience in the SADC Region will be an added advantage.
- f) Have excellent report writing skills.
- g) Be Proficient in verbal and written English Language. Knowledge of Portuguese or French will be an added advantage.

6.3 Other experts, support staff & backstopping

None required.

6.4 Office accommodation

No office space will be provided since the assignment will be done remotely.

6.5 Facilities to be provided by the contractor

The contractor may where necessary be assisted by the Secretariat in securing relevant contacts with partners, Member States and other information sharing platforms which the Secretariat has links with for purposes of this assignment.

6.6 Equipment

No equipment is to be purchased on behalf of the contracting authority / partner country as part of this service contract or transferred to the contracting authority / partner country at the end of this contract. Any equipment related to this contract which is to be acquired by the partner country must be purchased by means of a separate supply tender procedure.

7.0 REPORTS

7.1 Reporting requirements

The contractor will at various stages of the assignment be expected to submit the following reports in English in one (1) original and one (1) copy:

- a) **Inception Report-within 2 weeks after the contract is signed.**
- b) **Draft Report and the revised Draft Anti-Corruption Strategic Plan of Action.**
- c) **Final Report and the Anti-Corruption Strategic Plan of Action within 2 weeks after the validation.**

7.2 Submission and approval of reports

The report referred to above must be submitted to the Director of the Organ on Politics Defence and Security Affairs through the Senior Officer-Public Security who is responsible for approving the reports.

The assignment is expected to run over a period of **30 days**.

8.0 BUDGET FOR THE ASSIGNMENT AND PAYMENT TERMS

The application should include a detailed budget. The reports Inception (work plan & methodology) Draft and Final.