

Republic of Serbia
Ministry of Justice and Public Administration
Multi Donor Trust Fund for Justice Sector Support in Serbia

CONSULTANCY SERVICES
Grant No. TF 97118

The Republic of Serbia has received a Multi-Donor Trust Fund for Justice Sector Support (MDTF-JSS) from various donors, jointly executed by the World Bank and the Ministry of Justice and Public Administration (MOJPA) and intends to apply part of the proceeds of this grant funds to payments under the contract for:

- Consultant for Justice Sector Policy and Data Analysis, ref. no. SER-MDTFJSS-TF097118-IC-CS-13-25.

The services of Consultant for Justice Sector Policy and Data Analysis include: a) Support in review of the financial management and planning systems in the Serbian justice sector. The consultant will collect documentation on processes and procedures of budget development and expenditure planning and control through all element of the budget cycle from budget formulation, through execution to reporting and audit. The consultant will begin with a review of national budget process and procedures and analyze the different roles and responsibilities of actors and institutions as they relate to the justice sector and will follow budget development and execution processes and procedures through all levels of Serbian justice system; from the lowest spending levels in Courts and Prosecutor's Offices up to the levels of the MOJPA, High Judicial Council (HJC), State Prosecutorial Council (SPC), Supreme Court of Cassation, Judicial Academy (JA). This will require an assessment of budget system components and the existing institutional framework supporting the budget cycle and its stages as it relates to the justice sector; b) Preparation of an analysis which will contribute to recommendations for sector improvements within the context of existing resources, and identify possible needs and gaps in existing resources. It will also contribute to an assessment of resource flows and resource adequacy, and the linkage between resources and organizational performance, and the appropriateness of existing regulatory and control mechanisms. Data collections efforts will be directed toward establishing a comparative framework for resource deployment within the justice sector for courts and prosecutors cross-nationally in real terms and as a proportion of GDP; c) Review of the procedural and substantive relationship between the MOJPA, Ministry of Finance (MOF), Treasury and the HJC in budgetary matters. A review of processes of capital planning, financing and project administration will also be conducted and the effects of processes and procedures on organizational efficiency, effectiveness and performance will be analyzed.

Specific tasks include: data collection (revenue, expenditures, fees, costs and performance), requiring direct interaction with officials of the MOJPA, Courts, Prosecutors, JA, HJC, SPC, Treasury and MOF (this list might be extended based on the request from MOJPA); preliminary data analysis, presenting comparative tables and graphs; preliminary report drafting, interpreting and analyzing data compiled; based on the available information the Consultant will prepare a cost estimate for each activity from the Action Plan for implementation of the National Judicial Reform Strategy. This analysis will also contain information on the expected implementation timeline as well as which of the Judicial Institutions will be responsible for delivery of results.

The Consultant for Justice Sector Policy and Data Analysis shall be engaged on a contract basis, full-time, as long-term consultant, with the initial duration of the assignment till the end of December, 2013. The contract may be extended depending on performance, business needs and resource availability until an end of the Project. The expected contract start date will be May, 2013.

For Consultant for Justice Sector Policy and Data Analysis following is required: advanced degree in law and passed bar exam; at least 10 years of relevant professional experience; demonstrated experience with budget planning issues preferably from Serbia's justice sector; demonstrated familiarity with the structure/functions/organization of the justice sector in Serbia and key justice sector reform issues in Serbia; demonstrated experience from dealing with international cooperation issues in Serbia's justice sector; experience related international relations and organizations; ability to work under pressure, with tight deadlines, in a multicultural environment; and excellent written and oral communications skills in English and Serbian, with the ability to prepare notes and summaries at short notice, and familiarity with Excel.

The Project Implementation Unit (PIU) of the Ministry of Justice and Public Administration (MOJPA) now invites eligible individual consultants to indicate their interest in providing the services. Interested consultants must provide Cover Letter and CV representing description of similar assignments, experience in similar conditions and availability of appropriate skills.

A consultant will be selected in accordance with the IC procedure set out in the "*Guidelines: Selection and Employment of Consultants by World Bank Borrowers*", published by the World Bank in May 2004 and revised in October 2006 and May 2010.

Interested consultants may obtain further information from the PIU of the MOJPA at the address below from 09:00 to 15:00 hours.

Expressions of interest in English language must be delivered to the e-mail address below by May 10, 2013, 12:00 Noon, local time.

When submitting Expressions of interest please indicate assignment and reference number for which you are applying.

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