

## **TERMS OF REFERENCE FOR CONTRACTING TWO TRAINERS FOR GHANA POLICE SERVICE**

EUROPEAN UNION PROJECT IN GHANA “ACCOUNTABILITY, RULE OF LAW AND  
ANTI-CORRUPTION PROGRAMME - ARAP”

### **1. BACKGROUND**

That, in order to its foundational purposes, the Foundation FIIAPP F.S.P. has been awarded the Delegation Agreement “Accountability, Rule of Law and Anti-corruption Programme - ARAP” funded by the European Union. The overall objective of the programme is to promote good governance in Ghana by reducing corruption and improving accountability and compliance with the rule of law, particularly when it comes to accountability, anti-corruption and environmental governance.

### **2. OBJECT**

The purpose of these terms of reference is to contract two consultants to develop a set of training modules for the Police Training School and Ghana Police Academy in the area of communications, accountability, anti-corruption, professionalism, ethics and emotional intelligence.

The total amount of days required is 150 days until the end of the programme in January 2021.

### **3. DESCRIPTION OF THE SERVICES TO BE DEVELOPED.**

The consultants would be required to perform the following tasks:

- In close collaboration with the Ghana Police Service, identify training needs of cadets and police officers in the area of communication, ethics, emotional intelligence, accountability and anti-corruption.
- Discuss and agree with relevant departments of the Ghana Police Service training format and methodology.
- Develop training curriculum, trainer manual and student manual and any other relevant material.
- If needed, develop and deliver a Training of Trainers to relevant officers of the Ghana Police Service.
- Monitor and evaluate the impact of the training module and develop

recommendations to the Ghana Police Service and the ARAP Coordination Unit

Additionally, the Candidate with the higher score will be responsible of the trainings and will be coordinating the assignments.

#### 4. CRITERIA FOR THE EVALUATION

The evaluation of the proposals will be made according to the table below:

##### a. Requirements

- University Degree in political science, social science or other relevant field.
- At least 10 years of experience as police officer
- At least 10 years of experience in developing and delivering training to security institutions in developing countries.
- At least 5 years of experience in anti-corruption programmes

##### b. Merits

Merits and actions indicated in the table will be evaluated with the CV's information.

Merits	Criteria	Maximum Score
Additional diplomas or certificates in adult training, police and security issues	1 point per diploma/certificate	15
Additional involvement in training security and defence institutions	1 point per month of experience	35
Additional involvement in anti-corruption, rule of law and accountability programmes	1 point per month of experience	25
Prior involvement in Ghana or West Africa	1 point per month of experience	25
<b>Maximum Total:</b>		<b>100 points</b>

For the technical deliberation, the score will be given according to the table's criteria.

Finally, the two candidates with the best score will be hired, the first of them will be the Coordinator.

The official starting date will be the following day to the contract formalization.

## **5. SUBMISSION OF PROPOSALS**

Interested parties who meet the requirements defined in these terms of reference can be sent its proposal to the following e-mail address: [arap.ghana@fiiapp.org](mailto:arap.ghana@fiiapp.org), indicating on the title in the "subject": "Trainer for Ghana Police Service".

**Deadline for receipt of applications: 17 March 2019.**