Contractor Opening No.: ITC/CIC/150/2023

Date: 8 August 2023

The International Trade Centre is looking for a:

**International Consultant on WTO Accession and Trade Policy**

<table>
<thead>
<tr>
<th>Division/Section</th>
<th>Division of Market Development, Trade Facilitation and Policy for Business Section (DMD/TFPB)</th>
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<tbody>
<tr>
<td>Type of assignment</td>
<td>International Consultant</td>
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<tr>
<td>Type of contract</td>
<td>Daily contract</td>
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<tr>
<td>Duty Station</td>
<td>HQ (Geneva, Switzerland)</td>
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<td>Duration of assignment</td>
<td>1 September 2023 – 28 February 2024, 120 work days, with a possibility of extension</td>
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<td>Application period</td>
<td>8 August 2023 – 27 August 2023</td>
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**Terms of Reference**

**BACKGROUND**

The International Trade Centre (ITC), a joint technical cooperation agency of the World Trade Organization (WTO) and the United Nations, is the only multilateral agency fully dedicated to supporting internationalisation of SMEs. ITC's mission is to foster inclusive and sustainable growth and development through trade and international business development. ITC projects and programmes contribute to the global efforts to achieve UN Global Goals for Sustainable Development and the Aid for Trade agenda. In this context, ITC supports to expand trade opportunities with the aim of fostering sustainable development.

The Trade Facilitation and Policy for Business (TFPB) section, operating under the Division for Market Development (DMD) of ITC, focuses on facilitating the necessary policy and regulatory reforms required to build a conducive business environment for SMEs. ITC's technical assistance in strategy design and policy formulation helps increase this potential and has a direct bearing on a country's competitiveness, diversification, resilience, and sustainability. TFPB's efforts include supporting trade capacity building in countries seeking to accede to the WTO, enhancing business competitiveness through trade policy reforms, facilitating informed participation in trade negotiations, strengthening regional integration, addressing non-tariff measures through trade agreements, mobilizing businesses for trade in services, implementing trade facilitation reforms, and building capacity to meet quality and standards requirements.

**OBJECTIVE**

In the context of providing technical assistance on accession to the WTO, ITC is currently supporting Uzbekistan in the bid towards the WTO membership. This is being done through the European Union project “Facilitating the Process of Uzbekistan's Accession to the World Trade Organization (WTO)” that aims to align with Uzbekistan's development plans to modernize its economy by leveraging the process of WTO accession. The ultimate goal of this project is to assist Uzbekistan in creating a trade environment that adheres to international standards, including predictable and enforceable laws and regulations. Specifically, the project aims to provide practical assistance to the Government of Uzbekistan throughout the WTO accession process with the following objectives: building capacities in Drafting documents and developing negotiating positions, developing sectoral laws and regulations, and reinforcing understanding of the accession process and WTO legal framework among public and private sector stakeholders. To assist with the implementation of this project, ITC will contract an International Consultant who will be responsible for delivering WTO accession-related activities.
DESCRIPTION OF DUTIES/RESPONSIBILITIES

The International Consultant will work under the direct supervision of the Senior Officer, Business and Trade Policy, DMD/TFPB and Associate Programme Officer, Business and Trade Policy, DMD/TFPB.

The International Consultant will be responsible for providing support as per the needs and demand of the line ministries and other government bodies involved in the WTO accession negotiations. The tasks will involve a range of responsibilities related to capacity building, analysis, coordination, reporting, communication, and collaboration to support the successful implementation of the WTO accession projects:

1. Develop proposals for capacity building activities to be implemented under the project to strengthen capacities of the Uzbekistan’s government officials in understanding specific technical areas of the WTO rules and accession commitments. Draft and review concept notes, agendas, background materials for the training sessions to be delivered.

2. Assist in reviewing trade policy papers, researches and gap-analysis studies (if carried out) on compliance with the WTO rules, which are prepared under the project, and provide suggestions to enhance their substance.

3. Review communication materials such as speeches, social media posts, web stories, video scripts, interview questions, etc. that cover project’s activities. Ensure that the content is technically accurate.

4. Review the Russian translations of slides, agendas, brochures, policy papers, etc., originally in English to ensure that the documents are technically sounds.

5. Undertake a research and draft a paper examining the reasons hindering economic integration in Central Asia. The paper will aim to explain how accession of Uzbekistan to the WTO will strengthen economic cooperation with the countries in the region.

6. Provide technical advisory support as per the request of the beneficiaries.

The Consultant is obliged to provide full access to ITC external and internal auditors to documents and information. In addition, the contractor shall comply with any audit undertaken in line with the financial regulations and rules of the United Nations.

Copyright Clause: The Consultant has to ensure that s/he has obtained the necessary permissions with regard to intellectual property rights required to perform his/her services under this consultancy contract and for the subsequent dissemination by ITC in any form. Documentary proof is to be submitted to ITC. Should any license fee be due for the use of copyrighted materials of third parties, the Consultant shall request prior written permission from ITC. S/he has further to ensure to obtain accreditation to event(s), if required.
**EXPECTED OUTPUTS AND TIMELINES**

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<tr>
<th>#</th>
<th>Activity</th>
<th>Output</th>
<th>Timeline</th>
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<tr>
<td>1.</td>
<td>Develop proposals for capacity building activities, draft/review concept notes, agendas, background materials.</td>
<td>At least two proposals are developed and at least five concept notes/agendas are drafted/reviewed.</td>
<td>September 2023 – February 2024</td>
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<td>2.</td>
<td>Assist in reviewing trade policy papers and gap-analysis studies on compliance with the WTO rules.</td>
<td>At least two trade policy papers and three gap-analysis studies on compliance with the WTO rules produced.</td>
<td>September 2023 – February 2024</td>
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<td>3.</td>
<td>Review communication materials and made required adjustments.</td>
<td>As least five web stories and social media posts are reviewed.</td>
<td>September 2023 – February 2024</td>
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<td>4.</td>
<td>Review the Russian translations of the project materials.</td>
<td>The brochure, agendas and slides are reviewed and accuracy in Russian is ensured.</td>
<td>September 2023 – February 2024</td>
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<td>5.</td>
<td>Undertake a research and draft a paper on integration of Uzbekistan in Central Asia.</td>
<td>The research is undertaken, and paper is drafted.</td>
<td>September 2023 – February 2024</td>
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<td>6.</td>
<td>Provide technical advisory support as per the request of the beneficiaries.</td>
<td>Support is provided as per request.</td>
<td>September 2023 – February 2024</td>
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**TRAVEL:** Possible travel to Uzbekistan

**REQUIREMENTS**

**EDUCATION:**

Advanced degree (MA/MSc or other) - Advanced university degree in Economics, International Trade, Law or related fields.
Undergraduate degree (BA/BSC or other) with extensive relevant experience may be accepted in lieu of the advanced degree.
**REQUIRED EXPERIENCE:**

At least three years of work experience in the field of trade and development is required.

**ADDITIONAL EXPERIENCE:**

Experience and ability to collaborate independently with representatives from the public and private sectors are desired.

**SKILLS:**

Good knowledge of trade policy and/or WTO matters is required. Strong communication and presentation skills are desired.

**LANGUAGE:**

Excellent communication and drafting capacities in English and Russian are required.

*ITC champions workforce diversity, inclusion, gender equality and gender parity and considers all qualified persons - of all genders - equally, including those with disabilities, without discrimination or prejudice of any kind.*