The European Union's Eastern Partnership
Integration and Cooperation Programme for Armenia

MIBMA:

Support to Migration and Border Management in Armenia

Communication to EU MS: required expertise for project activities (May – September 2016)

This project is funded by the European Union

MIBMA project is implemented by the International Centre for Migration Policy Development (ICMPD) in partnership with United Nations Development Programme (UNDP)

MIBMA Project Communication to EU MS

Required expertise for the period (May – September 2016)

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1. INTRODUCTION

1.1. Project Summary

The project “Support to Migration and Border Management in Armenia” (MIBMA) follows the national strategies and priorities as well as EU – Armenia partnership agreements including EU-Armenia Partnership and Cooperation Agreement, European Neighbourhood Policy Action, Mobility Partnership, and Visa Facilitation and Readmission Agreements.

The **overall objective** of the action is to enhance approximation of the migration and border management in Armenia to the European standards of governance, in order to increase security, facilitate trade, and support the possible visa liberalisation dialogue between the European Union and Armenia.

The **specific objectives** of the action are:

1. To increase Government capacities for migration and asylum management in line with the EU-Armenia Visa Facilitation and Readmission Agreements and Mobility Partnership, to prepare for the possible EU-Armenia visa liberalisation dialogue
2. To strengthen inter-agency cooperation through further extension of the IBM concept and its principles into Armenia’s border management system with a focus on core areas such as the simplification and harmonisation of procedures; to improve the service level for end users; to facilitate trade; and to further develop transport corridors

The project is divided into **two thematic Components** and **nine Modules** that directly relate to project’s specific objectives and expected results.

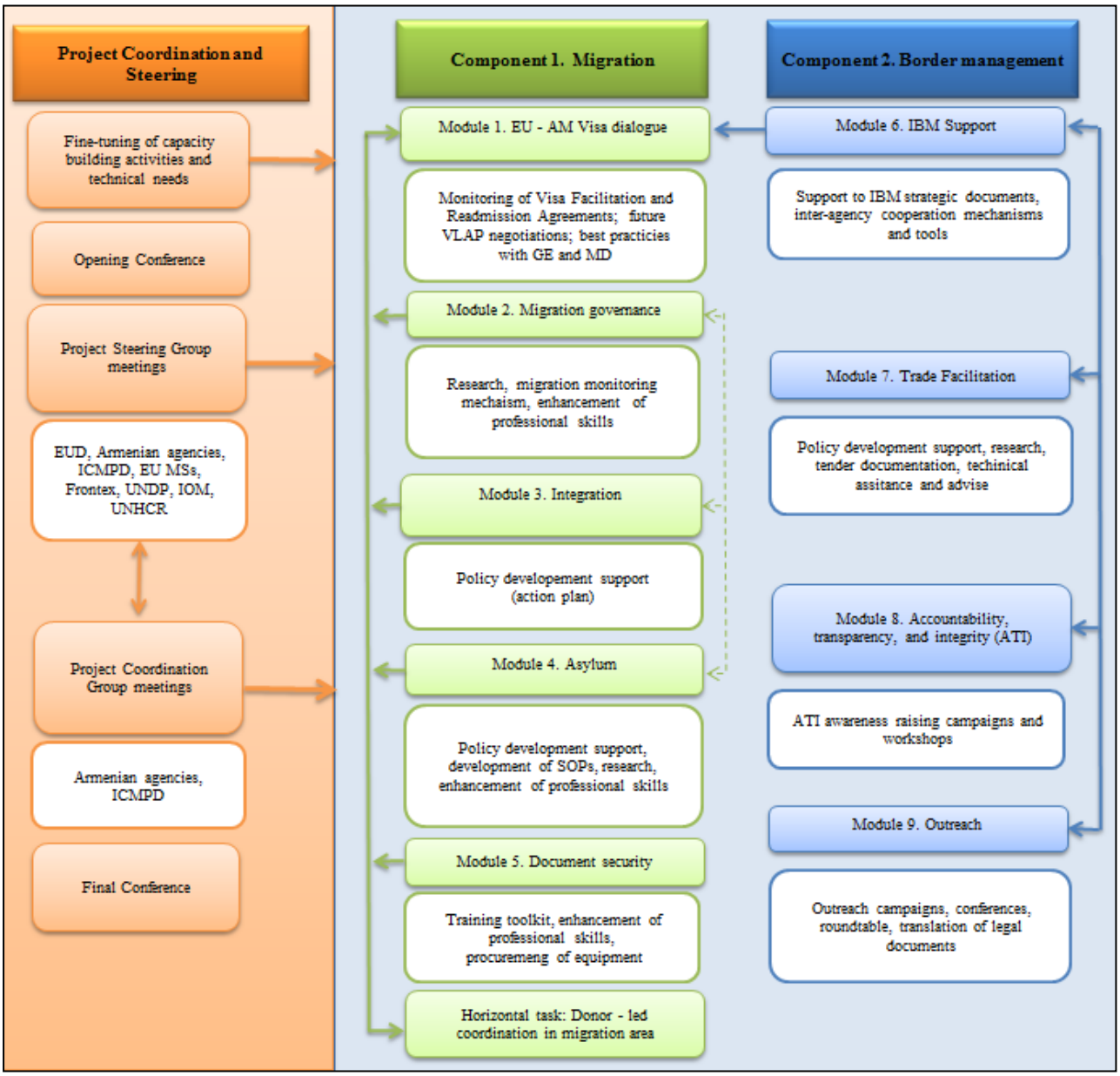
COMPONENT 1: MIGRATION

This Component aims to further develop national capacities in the areas of visa facilitation and re-admission, integration of refugees and long-term migrants, treatment of asylum seekers and vulnerable groups through policy development and research as well as development and implementation of national relevant protocols and Standard Operating Procures (SOPs). Additionally, the Component will provide practical trainings and workshops in the areas of visa liberalization dialogue, asylum, migration governance and document security.

COMPONENT 2: BORDER MANAGEMENT

This Component aims to further promote development and implementation of Integrated Border Management concept and principles through increased inter-agency cooperation on strategic and operational levels. Additionally, the Component will enhance national capacities toward simplification and harmonisation of procedures with the aim to promote cross – border trade and attract travel and investments through outreach campaigns.

The following comprehensive structure will be established, taking into account project management and activities


Project Coordination and Steering
Fine-tuning of capacity building activities and technical needs
Opening Conference
Project Steering Group meetings
EUD, Armenian agencies, ICMPD, EU MSs, Frontex, UNDP, IOM, UNHCR
Project Coordination Group meetings
Armenian agencies, ICMPD
Final Conference
Component 1. Migration
Module 1. EU - AM Visa dialogue
Monitoring of Visa Facilitation and Readmission Agreements; future VLAP negotiations; best practicies with GE and MD
Module 2. Migration governance
Research, migration monitoring mechaism, enhancement of professional skills
Module 3. Integration
Policy developement support (action plan)
Module 4. Asylum
Policy development support, development of SOPs, research, enhancement of professional skills
Module 5. Document security
Training toolkit, enhancement of professional skills, procuremeng of equipment
Horizontal task: Donor - led coordination in migration area
Component 2. Border management
Module 6. IBM Support
Support to IBM strategic documents, inter-agency cooperation mechanisms and tools
Module 7. Trade Facilitation
Policy development support, research, tender documentation, techinical assitance and advise
Module 8. Accountability, transparency, and integrity (ATI)
ATI awareness raising campaigns and workshops
Module 9. Outreach
Outreach campaigns, conferences, roundtable, translation of legal documents

1.2. Project description

Project tile	**Support to Migration and Border Management in Armenia (MIBMA)**
Contract number	ENPI/2014/352-074
Duration of the action	36 months (1 January 2016 – 31 December 2018)
Objectives of the action	The **overall objective** of the action is to enhance approximation of the migration and border management in Armenia to the European standards of governance, in order to increase security, facilitate trade, and support the possible visa liberalisation dialogue between the European Union and Armenia. The **specific objectives** of the action are: • To increase Government capacities for migration and asylum management in line with the EU-Armenia Visa Facilitation and Readmission Agreements and Mobility Partnership, to prepare for the possible EU-Armenia visa liberalisation dialogue • To strengthen inter-agency cooperation through further extension of the IBM concept and its principles into Armenia's border management system with a focus on core areas such as the simplification and harmonisation of procedures; to improve the service level for end users; to facilitate trade; and to further develop transport corridors
Financed by	European Commission: European Neighbourhood and Partnership Instrument (ENPI), "Eastern Partnership Integration and Cooperation Programme"
Implemented by	ICMPD in partnership with UNDP
Target group(s)	Armenian migration management and border management authorities (State Migration Service of the Ministry of Territorial Administration and Emergency Situation; Border Troops of the National Security Service; Passport and Visa department of the Police; State Revenue Committee of the Ministry of Finance; Ministry of Foreign Affairs; Ministry of Economy)
Final beneficiaries	Staff and management of migration and border authorities, refugees and asylum seekers, travellers, international trading and investment community, general public and citizens of Armenia

2. REQUIRED EXPERTISE FOR THE PROJECT ACTIVITIES FOR THE PERIOD (MAY – SEPTEMBER 2016)

Module 4: Asylum

Activity 4.1 Development of the investment plan for the reception center

The government's current reception centre does not meet all international standards and might not be able to fulfil potential future capacities needed for the reception of asylum seekers. The project will provide support to the State Migration Service toward elaboration of a sound investment plan for a reception centre, including a master plan for the reception facilities not only for asylum seekers but potentially to other groups as well such as new status holders. A detailed cost estimate of the investment plan, including assessment of possible sources of financing will be made available to Government authorities.

Assessments of the strengths and weaknesses of the reception facilities in Armenia have been carried out, with clear recommendations as to the standards of any new facility to be constructed.

The expert will contribute to the following results under this Activity:

- Based on the qualitative assessments already done, assist in provide quantitative input for developing an investment plan for reception centre for asylum seekers

Expert's profile

Expert on management of remittances	**Main tasks:** ▪ Study relevant documentation (existing assessment reports, procedures, etc.) on the functioning of the current reception centre (materials to be made available by MIBMA project); ▪ Provide good practice in managing efficient and flexible reception facilities; ▪ Assess the possibility of including additional functionalities to the reception centre, such as integration function; ▪ Assess the capacity needs of the reception centre, taking into account the possibility of an emergency influx; ▪ Based on the above mentioned criteria, elaborate the requirements for allocating land plots for the centre and/or assess possible land plots for suitability; ▪ Come up with a comprehensive outline of the reception centre infrastructure in Yerevan in line with EU standards, thus facilitating the elaboration of a sound investment plan; ▪ Elaborate a report upon completion of mission (within two weeks) based on its results. The Expert should remain available for questions, comments, and feedback needed for the final draft of the mission report; ▪ Cooperate with his/her Project Manager within ICMPD regarding substance matters, and fulfill all administrative requirements of this project as established by ICMPD. **Required qualification:** ▪ In-depth knowledge of relevant EU normative legislation and standards, especially related to reception and treatment of asylum seekers; ▪ At least 10 years of relevant professional experience; ▪ Prior experience working in an asylum reception centre is a distinct

	asset; preferably in a managerial capacity; ▪ Knowledge and/or involvement in designing/constructing reception facilities strongly preferred; ▪ Ability to establish good working relations with a multinational, multi-disciplinary team, taking into account cultural differences; ▪ Excellent inter-personal skills; ▪ Previous experience in Eastern Europe is an asset.

Activity 4.2 Development of Standard Operating Procedures (SOPs)

The existing Working Group comprised of asylum and border authorities will further improve their cooperation on referral and other asylum mechanism through development of relevant Standard Operating Procedures (SOPs)/draft Government Decrees on protection of vulnerable groups of asylum seekers/ refugees (disabled, women, children, elderly, in urgent need of medication, etc.), pursuant to the RA Government Decree 242-A of 31 March 2016 on Approving the Action Plan for Implementation of the RA Law on Amending the Law on Refugees and Asylum. These SOPs will not only enhance inter-agency cooperation but outline sharing of burden and responsibilities toward treatment of vulnerable groups.

The Relevant procedures /Government Decrees are to drafted for approval by the Government by the beginning of October 2016, which will ensure application of adequate referral and other asylum mechanisms covering vulnerable groups in full compliance with the amended RA Law on refugees and Asylum.

Expert's profile

Expert on management of remittances	**Main tasks:** ▪ Provide relevant international expertise in the area of asylum referral and other asylum procedures applied to vulnerable groups as specified in the amended RA La won Refugees and Asylum; ▪ Assist and support the team of selected national experts in developing relevant SOPs/draft Government Decrees on the mentioned two Decrees/SoPs **Required qualification:** ▪ At least 10 years of relevant professional experience in issues related to refugees and asylum ▪ In-depth knowledge of relevant EU normative legislation, especially related to treatment of vulnerable groups of asylum seekers, including unaccompanied minors, asylum seekers with mental illness, temporary mental disorders or other unhealthy conditions or disabilities; ▪ Expertise in legal drafting or commenting on asylum legislation as well as policy development ▪ Ability to establish good working relations with a multinational, multi-disciplinary team, taking into account cultural differences; ▪ Exhibit excellent inter-personal skills; ▪ Previous experience in the South Caucasus region or participation in professional assistance missions to the third countries ▪ Excellent drafting skills

Module 5: Document Security

Activity 5.1 Enhancing national capacities in the area of document security of border, consular and migration authorities

This Activity will increase knowledge and skills of the staff of the involved Armenian authorities to detect forged and falsified ID documents (incl.travel documents, visa, visa applications, breeding documents) by using modern document control equipment purchased within the project. Additionally, it will enable relevant agencies to filter more effectively irregular migrants as well as victims and perpetrators of international organised crime.

Activity 5.2: Strengthening cooperation and information exchange on document security

Contribute to an increased quality and quantity of information exchange in the field of identification of forged/falsified documents between relevant authorities, providing an integrated approach and improved risk analysis. Issues of data protection will be given due attention in the course of the implementation of this activity.

Activity 5.3: Purchase of Equipment

In cooperation with national and international expert(s), the project will identify relevant equipment for document security (UV-lamps, magnifiers, biometric data readers, detection kits) to be procured and delivered to Armenian agencies. In addition, the project will support the request to equip a training classroom with technical equipment (computers, monitors, project, scanner, and server) in order to conduct practical exercises in the area of Document Security as required by the curriculum. The procurements tender will include training on usage of such equipment by a supplier.

The experts will contribute to the following **results** under this Module:

- Development of a training tool kit (manual, handbook, distance learning tool, etc) on document security covering areas related to biometric data, breeding documents, ID, visa, refugee travel document, alien travel document, national and diplomatic passports, travel certificate, profiling and identification of applicants and imposters,
- Training of Trainers and national mentored trainings,
- Practical working missions/ study visits to EU MS,
- Workshops on exchange of information,
- Procurement of small scale equipment as well as equipment for the training classroom to conduct Document Security trainings.

Expert's profile

Experts on document security	**Main tasks:** ▪ Conduct assessment of current state of affairs and national capacities in the area of document security, including training and equipment needs; ▪ Provide practical advice and expertise regarding document security techniques and methods; ▪ Develop, based on the available training framework, preferred best practices and in coordination with relevant national experts, a comprehensive training toolkit (manual, handbook, distance learning tool, etc.) on document security covering areas related to biometric data, breeding documents, ID, visa, refugee travel document, alien travel document, national and diplomatic passports, travel certificate, profiling and identification of applicants and imposters;

	▪ Conduct national Training of Trainers as provide expert support during national mentored trainings; ▪ Raise awareness on existing EU document databases, promote and advance ideas of information exchange in the field of document security between EU and competent national agencies; ▪ Support competent agencies in developing national inter-agency cooperation framework in line with best practices and IBM principles. **Required qualifications:** ▪ At least 5 years professional experience working on document technical expertise and at least 7 years practical experience in document checks ▪ Practical and theoretical experience in training of officials responsible for document checks ▪ Experience in development of document security curriculum and training tools ▪ Knowledge of Schengen acquis, EU good practices and European standards in the field of document checks ▪ Previous experience in the South Caucasus region or participation in professional assistance missions to the third countries ▪ Excellent presentation and representational skills ▪ Demonstrated ability to work under pressure and meet deadlines ▪ Excellent facilitation and professional training skills, with a focus on hands-on practical training ▪ Excellent language and communication skills (English)

3. HOW TO APPLY

The summary of the required expertise provided in this Communication document will be uploaded on the **ICMPD website** (www.icmpd.org), in the **„Work for us" section**. Interested EU MS experts are invited to apply and to register their CVs and qualification in the **ICMPD Experts roster** (http://www.icmpd.org/Call-For-Experts.1586.0.html) and by sending their CV to the project email address mibma@icmpd.org.

Interested EU MS experts can also contact the **MIGMA team directly** via email for further information on MIBMA, the activities in question, requested qualifications, preliminarily timelines and duration of the assignment:

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LIST OF ABBREVIATIONS

BT	Border Troops of the National Security Service
ENP	European Neighbourhood Policy
ENPI	European Neighbourhood Policy Instrument
EU	European Union
EUD	Delegation of the European Union
AM	Armenia
ICMPD	International Centre for Migration Policy Development
IOM	International Organization for Migration
MFA	Ministry of Foreign Affairs
MIBMA	"Support to Migration and Border Management in Armenia" Project funded by the European Union and implemented by ICMPD
MIA	Ministry of Internal Affairs
MoE	Ministry of Economy
MS	Member States
NSC	National Security Council
NSS	National Security Service
SMS	State Migration Service of the Ministry of Territorial Administration and Emergency Situation
ToR	Terms of Reference
UNDP	United National Development Programme
UNHCR	United National High Commissioner for Refugees
VLAP	Visa Liberalisation Action Plan
WG	Working Group