



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Terms of Reference for Consultant

Name: FAO/002/2014	
Job Title: Regulation Drafting Specialist	
Division/Department: FAO Bangladesh	
Programme/Project Number: Institutionalization of Food Safety in Bangladesh	
Location: Dhaka, Bangladesh	
Expected Start Date of Assignment:	Duration: 6 months (possible extension)
Reports to: Name:	Title: FAO Representative in Bangladesh

GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

Under the general supervision of the FAO Representative in Bangladesh, the Regulation Drafting Specialist will provide technical assistance and support the Ministry of Food in updating/harmonizing and/or developing food safety regulations. The Specialist will also provide technical input to the Ministry particularly on developing formal collaboration mechanisms between the newly created Bangladesh Food Safety Authority (BFSA) and Government Agencies involved in food control. In particular, the consultant will carry out the following tasks:

- Provide technical support in the process of legal analysis and review of food safety regulations in close consultation with the FAO Food Safety legislation specialist;
- Support drafting procedures for regulations based on primary and secondary legislation
- Coordinate with the Ministry of Food and other concerned Ministries/agencies and assist them in updating and/or drafting of food regulations, rules and standards;
- Support the Ministry of Food in ensuring wide stakeholder and inter-ministerial consultations in the legal and technical drafting process, and prepare regulatory impact assessments as part of the stakeholder consultation process;
- Advise on capacity building/development initiatives for food safety and quality legal analysis and legal drafting;
- Support the Ministry of Food in the initiative of developing formal mechanisms of coordination between the BFSA and government Agencies/departments responsible for enforcing food regulations;
- Provide technical input and advise on the processes of developing BFSA's 5-year strategic plan;
- Any other activities as may be identified in relation to the above.

KEY PERFORMANCE INDICATORS

Expected Outputs:

Final mission report describing in detail activities undertaken, for each of the tasks described above, including progress made, challenges and achievements, lessons learned, emerging issues, conclusions and recommendations. The report should be submitted no later than two weeks after completion of the mission to the FAOR.

REQUIRED COMPETENCIES

Minimum Requirements:

Education:

- Advanced University Degree in Food Chemistry, Food Science, Food Technology or related subjects;

Experience:

- At least 10 years relevant experience at the senior level in national food safety regulatory bodies;
- 10 years of relevant experience at national and international level in food safety regulation;

Technical competencies:

- Extensive knowledge of other legislation and processes;
- Experience of setting up and operationalisation of food safety official control structures;
- Experience of working within or with state structures on similar issues would be of advantage;

Language:

- Working knowledge of English

HOW TO APPLY

Interested applicants are required to create an online Personal Profile form (PPF) in iRecruitment. To create the PPF, please follow the instructions available at: <http://www.fao.org/employment/irecruitment-access/en/>

The PPF along with a cover letter should be sent via email to: FAOBD-Vacancies@fao.org

Deadline for applications: 28 March 2014.

Applications received after the closing date will not be given consideration. Only short listed candidates will be contacted.