

UNITED NATIONS



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REFERENCE:

DPKO/OROLSI/PD/2018/88

The Secretariat of the United Nations presents its compliments to the Permanent Mission of Member State to the United Nations and has the honour to invite its Government to nominate individual police officers in active service for appointment on secondment to the United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic (MINUSCA), for a period of one year. Any further contract extension can be granted on an exceptional basis provided there is a mission mandate requirement and the incumbent displays good performance, dedication, professionalism and the achieved results. The final decision on the extension is subject to approval by the United Nations and concurrence by the national authorities.

Details regarding the post/s for which the Secretariat is seeking qualified applicants are provided in the attached job opening/s No 2018-MINUSCA-2506-DPKO. Also attached are the "Application Procedures for Positions in United Nations Police Components in Peacekeeping Operations and Special Political Missions Requiring Official Secondment from National Governments of Member States of the United Nations".

The Secretariat kindly requests the Permanent Mission to submit a separate application for each nominee for each job opening to the Selection and Recruitment Section/ Police Division/OROLSI/DPKO, 1 UN Plaza, 7th floor, room DC1-0776, in accordance with the above-referenced procedures, certifying that the nominee/s meet/s the requirements in the attached job opening/s. Applications submitted after the deadline specified in the job opening will not be considered.

The Permanent Mission is also requested to confirm that selected candidates will be released, in a timely manner, from the national police service obligations for service with the United Nations. It is also requested to ensure that the rank of each candidate submitted is indicated on the application. In addition, it is strongly recommended that Member States carefully pre-screen their applicants and submit only those candidates meeting all requirements for the position as described in the job opening/s.

Member States are strongly encouraged to nominate qualified female police officers. Preference will be given to equally qualified women candidates.

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The Secretariat wishes to inform the Permanent Mission of Member State that, in an effort to streamline and expedite the procedures of recruiting seconded officers, candidates placed on a roster following the selection process may be considered for posts with similar functions within a period of two years and if recommended for deployment, further arrangements will be coordinated with the Permanent Mission in due course.

It should be noted that during the period of their secondment, officers may not transfer to alternative positions within the United Nations. As a result, the nomination of police officers who are currently United Nations staff members on secondment, will not be considered.

The Secretariat wishes to reiterate that promoting and encouraging respect for human rights is a core purpose of the United Nations and central to the delivery of its mandates. Should the Secretariat become aware of grave human rights violations which give rise to concerns as to the record and performance of [country] police personnel, this may constitute grounds to revoke its acceptance of such personnel to serve in UN peace operations. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but were not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned. The Government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

The Secretariat recalls that it has a zero-tolerance approach to fraud and corruption. The Government is therefore requested to certify that there was no corruption or fraud in the nomination and extension procedures of police officers on secondment to the United Nations. Should the Secretariat become aware of allegations of corruption or fraud in the nomination or extension procedures of police officers on secondment, this may constitute grounds to revoke its acceptance of such personnel to serve in the United Nations as well as suspension of any future police deployments from the contributing country concerned.

The Secretariat also recalls that the responsibilities of those personnel who are appointed to serve in United Nations peacekeeping or special political missions are exclusively international in character. They perform their functions under the authority of, and in full compliance with, the instructions of the Secretary-General

of the United Nations and persons acting on his behalf and are duty-bound not to seek or accept instructions in regard to the performance of their duties from any government or from other authorities external to the United Nations. Seconded personnel should carry out their functions in accordance with all applicable regulations, rules and procedures of the Organization.

The Secretariat of the United Nations avails itself of this opportunity to renew to the Permanent Mission of Member State to the United Nations the assurances of its highest consideration.


15 May 2018

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United Nations



*Job Opening for Position requiring official secondment
from national governments of Member States of the United Nations Organization
Appointments are limited to service on posts financed by
the support account of peacekeeping operations*

Post title and level	Conduct and Discipline Officer, P-3
Organizational Unit	United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic (MINUSCA)
Duty Station	Bangui
Reporting to	Strategic Policy and Planning Adviser
Duration	12 Month (extendible)
Deadline for applications	30 June 2018
Job Opening number	2018- MINUSCA-2506 -DPKO

United Nations Core Values: Integrity, Professionalism and Respect for Diversity

RESPONSIBILITIES: The Conduct and Discipline Officer participates in the planning, implementation, monitoring and evaluation of conduct and discipline programs, operations and other related activities. Under the guidance and supervision of the Police Commissioner, the incumbent will be responsible to assist and advise National Police and Gendarmerie in the following:

Conduct and discipline framework:

- Review or drafting of code of conducts as well as disciplinary rules and regulations in alignment with international standards;
- Redesign and creation, when applicable, of oversight bodies for the Police and Gendarmerie
- Support CAR Internal Security Forces in the design and implementation of accessible reporting mechanisms of possible breaches of code of conduct involving CAR ISF Officers
- Assist the CAR ISF in the review and reinforcement of internal disciplinary procedures

Capacity building:

- In relation with the training coordinator, support CAR ISF in the design and implementation of training strategies aiming at reinforcing discipline at all levels; as well as leadership and management skills of hierarchical layers
- Monitoring implementation of conduct and discipline rules and procedures and determines/recommends realignment when necessary.
- Creation of an environment conducive to the respect of standard of conduct and ethics.

General:

- Keeps up-to-date on documents/reports/guidelines that have a bearing on matters related Conduct and discipline, ensuring compliance with recommendations and decisions, policies and procedures;
- Prepares various written outputs, e.g. management briefings, background papers, presentations, analysis, reports and studies, inputs to communications, publications, etc.
- Monitors and advises the work of national counterparts, as required
- Performs other related duties, as assigned.

COMPETENCIES:

Professionalism: Knowledge and understanding of theories, concepts and approaches relevant to particular sector, functional area or other specialized field. Ability to identify issues, analyze and participate in the resolution of issues/problems. Ability to conduct data collection using various methods. Conceptual analytical and evaluative skills to conduct independent research and analysis, including familiarity with and experience in the use of various research sources, including electronic sources on the internet, intranet and other databases. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning & Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Accountability: Takes ownership of all responsibilities and honors commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

QUALIFICATIONS:

Education: Advanced university degree (Master's degree or equivalent) in law, human rights, human resources management, or other related fields. Familiarity with administrative, labor, criminal and/or military laws and principles is desirable. A first-level university degree, with a relevant combination of academic qualifications and qualifying experience in internal affairs and/or conduct and discipline, and/or professional standards may be accepted in lieu of the advanced university degree. Specialized training in the area of incumbent's responsibility is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

Experience: A minimum of 5 years (7 years in absence of advanced university degree) of progressively responsible experience in one of several following fields is required: conduct and discipline, internal affairs, professional standards – required. Experience in gathering and analyzing information, investigation of conduct/disciplinary cases, experience in applying UN rules and regulations related to conduct and discipline, as well as experience in UN peacekeeping missions are desirable.

Rank: Rank required for a P-3 is Senior/Chief Inspector of Police, Major, other equivalent or higher rank.

Language: English and French are the working languages of the United Nations Secretariat. Fluency in French, (both oral and written) is required; knowledge of English is desirable.

Preference will be given to equally qualified women candidates.

In accordance with the Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above-mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.

Date of Issuance: 15 May 2018

<http://www.un.org/en/peacekeeping/sites/police>