



CALL FOR EXPERTS

specialised in fighting cybercrime offences to be involved in the activities planned in this field under Programme Component no. 1 - *Strengthening the institutional capacity in the area of fighting organized crime, especially crimes facilitated by the Internet and environmental crimes (FOEC)*

1. Presentation of the context of the selection of experts

The Prosecutor's Office attached to the High Court of Cassation and Justice (POHCCJ), as Programme Component Operator (PCO), in partnership with the National Institute of Magistracy (NIM) and the Directorate for the Investigation of Organised Crime and Terrorism Offences (DIICOT), as Component Partners, implements *Programme Component no 1 - Strengthening the institutional capacity in the area of fighting organized crime, especially crimes facilitated by the Internet and environmental crimes (FOEC)*, financed under the Public Security and Safety Programme "Justice" of the second Swiss contribution to certain Member States of the European Union with a view to reducing economic and social disparities in the European Union.

The general objective of component 1 - FOEC is to strengthen the capacity of the Public Prosecutor's Office to effectively combat organised crime, in particular offences facilitated by the internet, as well as environmental crime.

The results pursued through the implementation of the component envisage:

- *Increasing the training capacity of the National Institute of Magistracy, by developing new networks of trainers, eLearning infrastructure, knowledge and content.*
- *Increase the efficiency of investigations, professional skills and capacities within the Public Prosecution Service, including through the application of common inter-institutional standards on the conduct of criminal investigations.*
- *Strengthen the capacity for international police and judicial cooperation.*
- *Strengthen the technological capacities necessary to conduct criminal investigations.*

The activities planned under the component include, inter alia, 5 training the trainers sessions and 36 training activities, training sessions on developing eLearning content, developing eLearning modules and video tutorials, as well as developing/reviewing integrated investigation methodologies in the areas of (i) *combating cybercrime*, (ii) *combating money laundering*, (iii) *combating drug trafficking*, (iv) *combating trafficking in human beings* and (v) *combating environmental crime*.

The target group of the activities of component 1 consists of prosecutors, judicial police officers, judges in criminal matters, specialists as well as other professionals involved in combating organised crime or supporting victims of such crimes (e.g. the National Agency for the Management of Seized Assets – ANABI, the National Agency against Trafficking in Persons – ANITP, NGOs specialised in supporting victims of drug trafficking and trafficking in human beings).

2. Objective of the selection procedure

The Prosecutor's Office attached to the High Court of Cassation and Justice and the National Institute of Magistracy launch of the selection procedure for **1 expert's position** (*prosecutors, judges in criminal matters or other legal professionals*) specialised in the fight against cybercrime and related

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areas, with a view to their participation in the implementation of the activities in the field planned under component no 1 – FOEC.

The expert will be involved in a preparatory workshop and 6 training sessions in the field of combating cybercrime, as follows:

a) 1 preparatory workshop (Output 1/Activity 1.1 - Intervention 1.1.2)

The activity will aim at establishing the framework for organising the training sessions (*analysis of the current situation/identification of previous resources, establishment of the main themes addressed/learning objectives, their distribution at the level of the expert team, setting the agenda, the plan for the development of training materials/questionnaire for checking the proposed themes/training needs/level of knowledge at the level of the target group (prosecutors, judicial police officers and judges), elaboration of a questionnaire for the evaluation of the training sessions, completion of the distribution of experts within the courses, etc.*), as well as elaboration of recommendations on the format of the integrated methodology for conducting investigations in cybercrime cases, respectively the topic for 2 eLearning modules and 2 video tutorials in the field.

Location: Bucharest

Duration: 2 days

Estimated period: 13-14 November 2025

Participants: 6 national experts, 1 international expert and 1 Swiss expert (*Federal Prosecutor*)

** Simultaneous interpretation services will be provided for the performance of the activity.*

b) 6 training sessions (Output 2/Activity 2.1 - Intervention 2.1.1)

The seminars will be organized in an interactive format, focusing on practical aspects, novelties in the field, good investigative practices as well as relevant jurisprudence.

Target group: approx. 20 participants (*prosecutors, police, judges and other professionals*)

Trainers/seminar: 2 national experts and 1 international expert (*6seminars*)

Duration: 3 days

Estimated locations and periods:

No.	Location	Period
1	Iași	9-11 March 2026
2	Cluj Napoca	27-29 January 2027
3	Timișoara	15-17 March 2027
4	Cluj Napoca	10-12 May 2027
5	Timișoara	11-13 October 2027
6	Iași	22-24 November 2027

** Simultaneous interpreting services will be provided for the seminars.*

3. Profile of experts. Procedural provisions

The interested persons may apply for the position of expert within this selection procedure.

The selection will be carried out by a selection panel appointed at PICCJ/INM level in two stages.

As a first eliminatory step, the selection board will assess, on the basis of the documentation submitted, the admissibility of the applications with regard to the following **requirements**:

- a) compliance with the deadline for submission of applications;



- b) compliance with the registration documentation, namely:
 - a letter of motivation, including the post(s) for which the application is submitted;
 - curriculum vitae;
 - **for training sessions:** a seminar plan containing information on the training objectives, indications on all stages of the planning and organisation of the session, the training methods which the expert intends to use, and any other elements which the expert considers relevant in this context. The design of the seminar plan will take into account the specificity of the target group (20 prosecutors, policemen, judges and other professionals in the field concerned), the duration of the training activity (3 days of training/session, the duration of a seminar day being of maximum 8 hours), as well as the fact that during each session a team of 3 experts will participate (2 national and 1 international);
- c) Minimum 2 years of experience in handling/managing cybercrime cases/files;
- d) knowledge of English (minimum level B1 or B2).

**Candidates may attach supporting documents: certificates, certificates, references/recommendation letters, any other documents, as the case may be, that can support the candidate's claims to meet the qualification requirements.*

***The selection board reserves the right to request, during the evaluation of the candidates, other documents attesting the fulfilment of the requirements.*

Failure to comply with the deadline for submission of documents, the specific qualification requirements, as well as failure to submit all the required documents, according to the list indicated above, entails the inadmissibility of the application.

In the second stage, the committee will examine candidates in an **interview**, supported, where appropriate, including by modern means of distance communication, with a view to candidates meeting the criteria relating to:

- a) in-depth professional knowledge relevant to the field of expertise concerned;
- b) substantiated support of the points of view;
- c) didactic skills, by reference to the position concerned;
- d) the ability to communicate and relate in working with adults;
- e) relevant professional experience in the field concerned (in the assessment of this criterion will be taken into account, as appropriate, and published works, participation in training programs in the field / exchanges of experience);
- f) readiness to collaborate and integrate in the team of experts, including the availability of travel to the territory, as appropriate.

Only candidates with a **minimum grade of 8** will be selected in order of grades and within the limits of the available vacancies according to the selection notice.

The selection of experts will be made in descending order of the arithmetic average of the total scores awarded by each member of the selection board for each candidate.

Candidates who have obtained a minimum grade of 8 but for whom the selection proposal has not been made due to lack of available places will be placed on a reserve list.

Note: If two or more candidates obtain equal scores, their division to establish the final list of selected experts will be carried out giving priority, in the following order, to the candidate who:

- has a higher number of participations in similar projects, carried out in the field of expertise;
- has a longer relevant professional experience in the required field of expertise;



- obtained a higher score on the criteria stipulated in the previous, letters c and d (teaching skills, respectively the ability to communicate and relate in working with adults).

4. Obligations of experts

- to participate in the workshop for the preparation of the planned training sessions, in order to discuss all the organizational and substantive aspects necessary for the proper conduct of the professional training activities, as described above, as well as for the elaboration of recommendations regarding the format of the integrated methodology for conducting investigations in cybercrime cases/topics for 2 eLearning modules and 2 video tutorials in the field;
- to participate and collaborate with other experts to the development of the methodology for carrying out the trainings activities (e.g. *introduction, training objectives, format of activities, etc.*), as well as the development of the agenda and of the materials supporting the debates/presentations;
- participate and moderate the training activities to which it has been allocated, as well as give presentations according to the agenda, with a focus on practical aspects, taking into account the quality of the participants. The presence of the expert is mandatory throughout the day or seminar days;
- maintain permanent contact with the designated activity responsible at NMI/PICCCJ level for any issues relating to the proper organisation of activities;
- use the documents format communicated containing the visibility elements of the financing mechanism, when drawing up the documents;
- to complete and submit the supporting documents related to the payment, in accordance with the provisions of the remuneration contract for the activity;

**The rights and obligations of the parties will be detailed in the contract for the remuneration of the activity that will be concluded after the conclusion of this selection procedure.*

5. Financial aspects

All financial benefits will be provided on the basis of the remuneration contract concluded between the expert and PICCCJ, as Component Operator, as well as the National Institute of Magistracy, as component partner.

The selected experts will benefit of the following:

- I. Participation in the workshop for the preparation of sessions and the development of training materials: fee: 350 CHF x 6 days of activity/expert, (2 days of workshop participation and 4 days of material development); Perdiem: 222 CHF x 2 days per diem (for accommodation, meals, local travel and sundry expenses); transport: 800 CHF round-trip 1 flight
- II. Participation in training sessions: fee: 515 CHF/day seminar/expert; Perdiem: 222 CHF x 3 days per diem/seminar (for accommodation, meals, local travel and sundry expenses) ; transport: 800 CHF round-trip/ flight per seminar

**The amount of fees per day of activity includes taxes and contributions due to the state budget. Based on the documents submitted by the expert, double taxation will be avoided.*

Payment of fees/perdiems and transport will be made after the completion of the activity (preparatory workshop/seminars), as well as after the submission of the following documents:

- (i) payment request;



- (ii) supporting documents (e.g. *flight invoice/proof of payment/boarding pass*);
- (iii) a short report on the work carried out (e.g. *the topic addressed*).

The forms of these documents will be made available to the expert by the PICCJ/National Institute of Magistracy.

6. Intellectual property rights

The intellectual property right over all materials and documents developed in the context of the implementation of the activities, including paper or electronic format, as well as over any results provided by the financing contract are and remain the exclusive property of the Component Operator.

They are subject to the right of ownership, including, but not limited to, copyright and/or any other intellectual property rights, obtained in the implementation or as a result of the implementation of the above-mentioned sessions.

7. Final provisions and contact details

The processing of personal data is carried out for the purposes of this selection procedure, by publication on the websites of the Prosecutor's Office attached to the High Court of Cassation and Justice and the National Institute of Magistracy.

The collection and processing of the requested personal data is carried out in compliance with the legislation in force on the protection of individuals with regard to the processing of personal data and the free movement of such data.

In order to participate in the procedure, interested persons will send the application file, in English, containing a letter of intent, a curriculum vitae, the objectives and the training plan and any other supporting documents by **22.09.2025 at the latest**, in electronic format, to the e-mail address: *florentina.deaconu@inm-lex.ro*, to Florentina Deaconu, telephone: 021.407.62.49.