Terms of Reference
Technical Expert

Type of Contract: Short Term
Expected Duration of Assignment: 1 month

Background

The Oceania Customs Organisation (OCO) has 23 independent, self-governing territories with Customs jurisdictions in the Pacific. Established in 1986, its mandate is to promote effectiveness and efficiency of Customs administrations in the harmonization and simplification of Customs procedures, facilitation of trade, law enforcement and building the capacity of members in meeting the development objectives of their Governments.

In line with OCO work plan 2020-21, OCO is obliged to undertake scoping exercise on computer forensics with its selected members. Part of the Pacific has grown in ICT capabilities over a decade, which is easily linked with e-trade and e-business globally. The expansion has correspondingly created some opportunities for business disruption by potential corrupt traders through e-crimes. E-crimes are the most prevalent challenges faced by the Customs administrations who usually struggle to balance trade facilitation and border security with traditional Customs control mechanisms. Some of the trade related e-crimes can be denoted as system interference, data interference, counterfeiting e-documents, computer related forgery and computer related frauds.

The overall aim of this scoping exercise is through the selected OCO members, it will determine the gaps in the computer forensic area, and provide technical advice on what kind of technical support and trainings are needed.

Purpose

The purpose of this position is to assist OCO with its roles in enhancing computer forensics among OCO selected members. The technical expert is expected to identify the computer forensic gaps and advise the type of support and training the OCO members need.

The Position

The Technical Expert will work in close collaboration with the Customs Enforcement Advisor and under the direct supervision of the Operations Manager.

Duties and Responsibilities

i.   Conduct a detailed survey and analysis of the selected member's IT competencies.
ii.   Study and provide an overview of the current investigation and audit process model used by the member administrations in relation to computer forensics.
iii.   Assess any improvements required to the IT software and peripheral to conduct computer

forensics.

iv. Recommend any upgrades required with the legislations to conduct computer forensic investigations and audits.

v. Identify the extent of and areas in which capacity building and human resource development for computer forensics will be required.

Deliverables

i. The Technical Expert is required to consult widely with selected members and conduct interviews via online to seek their views and identifying the key issues and concerns that needs to be addressed.

ii. Submit a report comprising the findings together with the recommendations on needed technical assistance and capacity building in Computer Forensics.

Reports to: Operations Manager

Key selection criteria

1. Qualification

- The Technical Expert should hold a diploma or degree in computer science or a relevant area from a recognized Tertiary Institution.

2. Desirable Experience and Skills

- Extensive knowledge and in-depth understanding of computer frauds and forensic investigations and audit techniques.
- Have sufficient knowledge and understanding on operations of the IT systems in a Customs environment.
- Must possess previous experience of undertaking a similar study or project relating to computer forensics in the investigation or audit field.

Further Information

For further information please contact:
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