

## Call for Expression of Interest

### Needs-assessment on increasing the security of selected cultural heritage sites and cultural institutions in the Western Balkans region

#### Background

In the framework of the project “Fighting against the illicit trafficking of cultural property in the Western Balkans”, the UNESCO Regional Bureau for Science and Culture in Europe (Venice, Italy, and its Antenna in Sarajevo) is seeking expressions of interest from qualified experts, consortia of experts, or companies experienced in assessing and advising on the security of cultural heritage sites/repositories and cultural institutions.

The Contractor will operate under the overall authority of the Director of the UNESCO Regional Bureau for Science and Culture in Europe, the general supervision of the Head of the Antenna in Sarajevo, and the direct supervision of the Programme Officer for Culture and Intersectoral action at the UNESCO Regional Bureau for Science and Culture in Europe.

**Application deadline:** 14 May 2024 (Midnight, CET)

#### Assignment

UNESCO is seeking expertise, in the form of either an individual consultant, a team of experts, a not-for profit or private organisation, to conduct a needs-assessment on the security of cultural heritage sites/repositories and cultural institutions in the Western Balkans (WBs), spanning the relevant legal, institutional, policy and operational frameworks, as well as to provide advice on context-specific interventions to be implemented to improve security systems at site level.

In particular, the Contractor is expected to fulfil the following tasks:

- i. **Conducting an in-depth analysis** of the domestic legal, institutional, policy and operational frameworks and operational systems for the security of cultural heritage sites/repositories and cultural institutions in the WBs region. The analysis will be complemented by the information collected during the specialised capacity-building programmes, combined with additional desk research, and interviews with representatives of the concerned agencies.
- ii. **Production and presentation of recommendations**, intended as tailored priority measures to improve the relevant legal, institutional, policy and operational systems for the for the security of cultural heritage sites/repositories and cultural institutions within the WBs. The recommendations will be accompanied by a **roadmap** for their implementation, defined in consultation and agreement with UNESCO and the concerned authorities.
- iii. **Providing advice on the selection** of appropriate cultural heritage sites/repositories and cultural institutions as case-studies for a full-fledged analysis of the security systems in place, development of emergency preparedness and response plans, and pilot testing of concrete interventions.

Five pilot sites within the WBs will be selected in close consultations with the concerned national authorities according to the following criteria:

- Level of protection of the site and/or its inclusion in an existing programme of activities at national level
  - Exposure to risks with regards to looting, natural hazards, etc
  - Sustainability and feasibility of the action concerning the scale, nature, and cost of the priority interventions.
- iv. **Assessing existing security measures and systems**, their effectiveness and level of implementation and respect by concerned actors (site managing authorities, employees, visitors, etc.) in the selected cultural heritage sites/repositories and cultural institutions, including with regards to the adequacy of human resources in terms of number, competence and skills of security personnel.
- v. In the framework of the **specialised capacity-building programme**, and in close consultation with the appointed trainings' facilitator, **supporting the organisation of a specific panel on security of sites**, to ensure adequate complementarity and understanding of required actions to increase security at the selected sites.
- vi. **Supporting the development of emergency preparedness and response plans** for the selected cultural heritage sites/repositories and cultural institutions, with specific focus on their exposure to risks of looting and natural hazards, by **suggesting a prioritised list of immediate follow-up actions to be implemented in the context of the project**, as well as a **list of concrete interventions to improve security systems in the medium to long-term**, including risk assessment, identification, and implementation of priority measures, and proposing follow-up actions in terms of training and/or hiring of staff.

## Duration of the assignment

The assignment is expected to be carried out in 8 months, starting from May 2024. The contractor is expected to work remotely ensuring frequent and regular contacts with the UNESCO Regional Bureau via email and online calls, as well as field visits to the concerned UNESCO Members States within the WBs.

## Language

The working language of the assignment is English.

## How to apply

Expressions of interest should be submitted by email, clearly stating in the subject field "**Needs-assessment on increasing the security of selected cultural heritage sites and cultural institutions in the Western Balkans region - Fighting against the illicit trafficking of cultural property in WBs**", to Maja Nikolić ([m.nikolic@unesco.org](mailto:m.nikolic@unesco.org)) by **14 May 2024 (Midnight, CET)**.

The selected applicant will be notified within one week after the closing date of the present Call for Expression of Interest.

### **Deliverables**

- ❖ **In-depth analysis** of the domestic legal, institutional, policy and operational frameworks and operational systems in the WBs, including recommendations and a roadmap for their implementation **by 15 July 2024**
- ❖ **Assessment of existing security measures and systems** in the selected cultural heritage sites/repositories and cultural institutions in the WBs, including a **prioritised list of immediate follow-up actions to be implemented in the context of the project** in the selected sites **by 15 October 2024**
- ❖ **Final narrative report**, including a **list of concrete interventions to improve security systems in the medium to long-term** in the WBs **by 15 December 2024**