**Annex** A

**Terms of Reference**

**ICT Security Implementation Consultant**

1. **Background**

The Serbia Competitive Agriculture Project (SCAP), a US$50 million investment, was approved by the World Bank in December 2019 and ratified by the National Assembly of the Republic of Serbia in February 2020. The objective of the Project is to improve access to markets and information systems for agricultural producers in Serbia. This will be achieved through a) improving the productivity of small and medium-scale farmers by strengthening advisory and technical support; b) supporting market access of small and medium-scale farmers (including finance and business planning capacity); c) improving government systems to strengthen the enabling environment for all agricultural producers (including capacity building for the Ministry, information systems, and data platform).

The Project will provide financial and technical support to all productive investments in agriculture in Serbia through the national rural development program and will not finance direct payments (subsidies). This delimits the scope of Project interventions outside of all IPARD measures that the country has been accredited for or plans to be accredited for and puts it in the center of the national rural development program.

**Beneficiaries**: Small and medium-scale agricultural production units (including producers, producer groups, agribusinesses/agro-processors that can provide direct links to smallholder farmers) that has or can have commercial focus and are not covered by accredited IPARD measures. Although large producers will not be directly targeted, the project will also benefit them with the enabling environment it will create through the improvements in information systems and the financial services provided. Small and medium-sized producers are defined by the economic size of holding expressed in euros of standard output. For the purposes of this project and the context of Serbia, small producers are those with an economic size of up to EUR 8,000; medium producers are those with an economic size between EUR 8,000 and 25,000.

**Project Description**: The Project activities are structured into three Components.   
Component 1) will focus on improving the productive and entrepreneurial capacity of small and medium farmers by supporting business and financial planning for productive investments, as well as supporting market access and strengthening sector competitiveness.   
Component 2) will focus on improving the capacity of the Ministry of Agriculture, Forestry and Water Management (MAFWM) to provide core public goods for improving sector performance. This includes establishing and information system aligned with EU CAP requirements to enable evidence-based policymaking and monitoring of results, enhance market information for stakeholders, and build capacity for regulatory roles aligned with EU CAP.

Component 3) will focus on project management.

By addressing sector needs at the level of producers (Component 1) and the MAFWM (Component 2), the Project will support a broader policy reform process in the agriculture sector through: i) improved targeting of policy instruments to different typologies of producers, ii) strengthened enabling environment for investment for small and medium agricultural producers, by improving the delivery of services to these productive segments (advisory, financial, information, etc.), iii) improving the monitoring of public resources and their utilization, as well as sector performance. It is expected that this will bring about a significant shift in the utilization of public resources in agriculture from subsidies (direct payments) to rural development investments.

1. **Scope of Services**

Specific functions and responsibilities of the **ICT Security Implementation Consultant** will be as follows:

**Developing, Implementing, and Maintaining Quality Management System (QMS):**

* Coordination when defining policies, procedures and quality goals in accordance with the ISO 9000 standard.
* Coordination and supervision of the implementation of the QMS in the organization, including the organization of staff training and the implementation of internal checks to ensure compliance.
* Coordination of the ISO 9000 standard certification process and cooperation with certification bodies.

**Implementation of Information Security Management System (ISMS):**

* Coordination and supervision during the development of policies, procedures and control measures for managing information security in accordance with the ISO 27001 and ISO 27002 standards.
* Coordination, identification and management of information risks to ensure protection of confidentiality, integrity and availability of information.
* Coordination and supervision during the implementation of technical solutions for information security.
* Oversee the development and enhancement of ISMS policies, procedures, and controls in line with ISO 27001 and ISO 27002 standards.
* Identify, assess, and mitigate information security risks to safeguard the confidentiality, integrity, and availability of organizational data.
* Supervise the deployment of technical solutions to reinforce information security posture and resilience.

**Business Continuity Management (BCM) Development and Implementation:**

* Coordination and supervision during the development of plans for the management of crisis situations and extraordinary events in accordance with the ISO 22301 standard.
* Coordination and supervision during the implementation of the business continuity management system in order to minimize the impact of business interruption on the organization.
* Coordination and supervision during the implementation of technical solutions to support business continuity.
* Evaluate the security of third-party vendors and service providers to ensure they meet the organization's security requirements.
* Oversee contracts and agreements with vendors to ensure they include adequate security provisions and compliance requirements.

**Conducting internal audits and staff training:**

* Conducting internal audits to ensure compliance with standards and identify opportunities for improvement.
* Continuously assess and improve the security posture of the organization through regular reviews, audits, and updates to security measures and protocols.
* Organizing staff training on the application of standards, policies and procedures for quality, information security and business continuity.

**Coordination and Communication:**

* Collaborate with relevant departments and stakeholders to address quality, information security, and business continuity concerns.
* Serve as the expert advisor on all matters related to ICT security, providing guidance to senior management, IT staff, and the broader organization.
* Collaborate with IT and business units from other departments as well as the office for information technologies and eGovernment to integrate security considerations into technology projects and business processes.

1. **Institutional Arrangements**

The **ICT Security Implementation Consultant** will work as part of Department for System and Software Solutions of DAP and under the authority of the MAFWM and will report to the ICT Coordinator of SCAP on a regular basis regarding the pace of project implementation, cooperate with all relevant departments of the MAFWM, the parties involved in the management, organization, and implementation of the Project. He/she shall be responsible for providing information (inputs) and advice as requested and overseeing the satisfactory implementation of ICT related project activities.

1. **Engagement**

The **ICT Security Implementation Consultant** shall be engaged full-time and deliver all the needed support until 31st of December 2025. at the monthly rate that will be dependent on the qualifications, as well as the approved project budget.

The consultant shall not have any other full or part-time assignment during the engagement.

1. **Qualifications**

* University degree (Bachelor or equivalent) in computer science, technical sciences, engineering, mathematical science, organizational sciences, or information technology. Master degree will be considered an advantage
* Relevant professional certifications and/or training, such as Certified Information Security Manager (CISM), Certified ISO 9001/27001 Auditor, and Data Protection Officer (DPO), will be considered an advantage.
* A minimum of 10 years of experience in quality management, information security, or business continuity roles.
* Practical knowledge of ISO 9001 and ISO 27001 standards and experience in their implementation will be considered an advantage.
* Experience in successfully leading organizations through ISO certification processes will be considered an advantage.
* At least 5 years of project management skills.
* Experience conducting risk assessments and implementing controls to mitigate information security risks.
* Working knowledge of English language.

**6. Selection**

Selection procedure will be conducted in accordance with the World Bank’s Procurement Regulations for IPF Borrowers – Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services, July 2016, revised November 2017, August 2018, as given in articles 7.36-7.37 “Open Competitive Selection of Individual Consultants”.

The candidates will be evaluated applying the following evaluation criteria:

• Qualifications and General experience ( 40 Points)

• Specific Experience relevant to the Assignment ( 60 Points)