giz

Terms of Reference

Production of Video of CRA in the Legal Drafting Process (Introduction and Module)

Background

Corruption Risk Assessment (CRA) is a corruption prevention instrument that systematically analyses and assesses the factors that cause corruption in existing regulations and/or are still in draft form. Providing recommendations on CRA results is useful in minimizing loopholes and possibilities that support corruption, preventing economic and social costs caused by corruption, and increasing transparency of policy implementation by considering various perspectives of policy makers and stakeholders. CRA is carried out by assessing a regulation through several aspects, namely compliance aspects, implementation aspects, administrative aspects, and corruption aspects. These aspects were selected as factors that are considered to be opportunities for certain parties to commit corruption, including in the design and implementation of regulations.

KPK through the Directorate of Monitoring in 2020 has compiled a guidebook entitled Method of Corruption Risk Assessment (CRA) in Preventing Corruption Through Improved Regulations: Lessons from South Korea. This book is an adoption of an instrument developed by the South Korean anti-corruption agency. Its application has been carried out in various regulations in the country of origin, so that before being ratified, the draft regulation has been "cleaned" of elements that open up opportunities for corruption. This method can also be used for regulations that have been enacted for improvement purposes. In 2021, this activity has been continued with improvements to these guidelines in accordance with the Indonesian regulatory context through Focus Group Discussions with constitutional law experts, the National Legal Development Agency of the Ministry of Law and Human Rights, as well as input from the general public through CRA dissemination webinars organized by the Directorate of Education and Training (Anti-Corruption Learning Center) KPK.

From the process of improving the CRA guidelines developed by the KPK in 2021, it was concluded that it is important for Indonesia to have instruments to prevent corruption through early detection of potential corruption in regulations. The risk of corruption is not always caused by the intentions (deliberately) of the drafters of the regulations, but rather by the negligence to formulate the drafts in a more thorough manner so as to allow broad interpretations for the implementing institutions. However, commitment and strong political will are needed so that the resulting recommendations can be legally binding for implementation of improvements.

Until now, the CRA instrument will always be an important instrument used by the KPK to assess the risks of corruption, including during a pandemic, among others, it is used when assessing the risks of corruption in the Decree of the Minister of Health regarding the Provision of Incentives for Health Workers and Claims of COVID-19 Patients, the Job Creation Law, as well as the Law on the State Capital and its derivative regulations. The results of the use of CRA from the KPK are then mixed into recommendations for improvement to the relevant Ministries/Institutions.

The use of CRA in the future will be increasingly useful as an instrument for prevention and monitoring of the implementation of regulations, especially those that have a major impact on society. Therefore, it is necessary to disseminate the use of CRA, not only limited to the KPK but it is expected that it can also be

implemented within the Central and Regional Governments, especially in work units related to drafting regulations. In 2023, dissemination has been carried out in the form of a workshop. This year, one of the dissemination methods is through e-learning using video.

The German Government has been supporting the Indonesian Government in corruption prevention since 2007. The Corruption Prevention in the Forestry Sector (CPFS) is the new technical cooperation implemented by Deutsche Gesellschaft fuer Internationale Zusammenarbeit (GIZ GmbH) and the Corruption Eradication Commission/KPK starting from Jan 2022 until Dec 2024, which aims at improving the effectiveness of corruption prevention in the forestry sector in Indonesia. The method of CRA in the Legal Drafting Process, is one instrument to scale up the corruption prevention in broader sector and has been one of the CPFS module and output level indicators.

Objective of the Assignment

The objective of this assignment is to produce 2 types of videos of CRA in the Legal Drafting Process (Introduction and Module), especially for the local governments.

Tasks and Responsibilities

The team is responsible to produce two types of videos on CRA in the Legal Drafting Process: (i.e. https://youtu.be/bwVAubMLcTA?si=ndqFkoIXu2wgXOM1)

- Video type 1: General introduction/explanation on CRA in the Legal Drafting Process (background, objectives, benefits, scopes of areas, and highlight of CRA) --- 3 up to 5 minutes.
- Video type 2: E-learning module on CRA in the Legal Drafting Process, which consists of 5 videos of elements of CRA ---- @3 up to 5 minutes:
    1. Compliance
    2. Implementation
    3. Administration
    4. Corruption Control
    5. CRA technique

The consultants shall provide the following service:

1. Deliverables:
- Video type 1 on General introduction/explanation on CRA in the Legal Drafting Process (Video 1)
- Video type 2 for E-learning module on CRA in the Legal Drafting Process (Video 2)
2. Theme: CRA in the Legal Drafting Process
3. Video quality: HD 1080 or 1920 x 1080 resolution
4. Output format: AVI, FLV, Mov, MP4, MPEG, RMVB, WMV
5. Tasks of the short-term expert pool:

<u>Pre-production phase</u>

- Develop weekly timeline and production schedule
- Proposed illustration ideas, storylines, and message formulation based on the theme and target group submitted by the KPK and CPFS teams
- Development of creative concepts
- Preparation and discussion of the story board
- Story board approval

- Proses talent casting (if necessary)
- Talent casting process (if needed)

Production phase

- Shooting process
- Editing process
- Voice-over process
- Preview draft video with KPK and CPFS
- Editing according to input from GIZ and KPK (if needed)

Post-production phase

- Finalizing of video
- Subtitling text (Indonesian)/ translation (English) and obtaining Surat Tanda Lolos Sensor (STLS)
- Mastering videos

a. Timeline

Activities will be carried out from May to July 2024, as follows:

Task & Responsibilities	Output	Period	Note
Pre Production Stage			
Kick off meeting	Weekly timeline Brainstorming idea, script, illustration idea, storyline based on KPK input	First week of May 2024	
Brainstorming ideas for video production	Creative concept Storyboard Talent casting (if needed)	First and second week of May 2024	
Production Stage			
Shooting Process	video	Third week of June 2024	
Video editing		Fourth and fifth week of June 2024	
Voice take over		Fourth and fifth week of June 2024	
video preview		First week of July	
Revision based on input/feedback		Second week of July	
Post-Production video			
Finalization of videos	Final video	Third week of July	
Subtitles and Processing Certificate of Passing		Third week of July	

Censorship (STLS)			
Mastering video		Third week of July	
Reporting		Fourth week of July	

b. Qualifications of the consultant

The consultant shall have experience in video for tutorial production. Having a previous experience working with GIZ will be an added benefit

c. Requirements on the offer letter

The company profile indicated introduction of the company which includes it's scope of activities, experience, strength and work examples. In addition Curriculum Vitae (CV) of the team leader and member which explains the educational background, professional experience, previous working experience, etc. The CV must be submitted using the format standard for application. The Company Profile and CV must be written in English.

d. Further conditions of the consultancy

Place of Assignment:

- Jakarta, Indonesia

Payment term:

Regarding for this activity, GIZ will provide 2x terms payment:

- Advance payment 40% after signing the contract and consultant provide advance Invoice.
- Final invoice 60% when contract has been completed and consultant provide final invoice.