



ARMED POLICE FORCE, NEPAL

MESSAGE FORM



APFC(HQ)

SERIAL NO:- 2685

FROM:-	स.प्र.बल, नेपाल प्र.का.मानवश्रोत विभाग।	DTO:-	089300
TO:-	स.प्र.बल, नेपाल प्र.का. विभागहरु सबै, महाशाखाहरु सबै, राष्ट्रिय सशस्त्र प्रहरी बल प्रशिक्षण प्रतिष्ठान, बाहिनीहरु सबै।	IN/OUT:-	
INFO:-	स.प्र.बल, नेपाल प्र.का.स.प्र.म.नि.को सचिवालय, सूचना तथा संचार प्रविधि शाखा (कम्प्युटर)।	GROUP COUNT:-	

१. UNHQ New-York बाट United Nations Organization for the Stabilization in Democratic Republic of Congo (MONUSCO) मा Conduct and Discipline Officer, P-3 पदको लागि (स.प्र.ना.उ. सो भन्दा माथीको दर्जाको) योग्य अधिकृतहरुको माग भई आएको हुँदा मापदण्ड पुग्ने ईच्छुक सशस्त्र प्रहरी अधिकृतहरुले Updated UNP-11 र Employment & Academic Certification (EAC) Form मिति २०८१/०८/२० गते यस शाखाको E-mail:-apfp11bank@gmail.com मा प्राप्त हुने गरी पठाउनुका साथै संचारबाट समेत अनिवार्य जानकारी दिनु हुन अनुरोध (०)

२. क्राईटेरिया :

क) कारवाही अवधी वा कारवाही प्रकृत्यामा नरहेको (०)

ख) फ्रेन्च भाषामा उच्च दखल भएको (०)

ग) अन्य क्राईटेरियाको हकमा माग भई आएको पदका लागि उल्लेख भएको क्राईटेरिया पुरा भएको हुनुपर्ने (०)

३. रा.स.प्र.बल प्र.प्र.ले शिक्षालयहरुबाट र बाहिनीहरुले आफ्नो मातहतका सबै कार्यालयहरुबाट तोकिएको समयमा अनिवार्य रूपमा आवश्यक फर्महरु संलग्न राखी एकमुष्ट संकलन गरी खुलाई पठाउनु हुन अनुरोध (०)

४. साथै उपरोक्त अनुसारको क्राईटेरिया भित्र पर्ने ईच्छुक सशस्त्र प्रहरी अधिकृतहरुको विवरण खुलाई पठाउनु हुन स.प्र.म.नि.को सचिवालयलाई यसै संचारको बोधार्थद्वारा सादर अनुरोध (०)

५. उल्लेखित पद सम्बन्धि प्राप्त Job Description पत्रहरु सशस्त्र प्रहरी बल, नेपालको Website मा Upload गरि दिनु हुन सशस्त्र प्रहरी, नेपाल प्र.का. सूचना तथा संचार प्रविधि शाखा (कम्प्युटर) लाई यसै संचारको बोधार्थद्वारा अनुरोध साथै ईच्छुक स.प्र.क.हरुले उक्त Website बाट प्राप्त गर्न हुन अनुरोध (०)

मिति:- २०८१/०८/०४.गते।

Degree of Priority Originator's Instruction					Originator's Signature (With Rank)	T.H.I.		
MJ	TJ	AJ	J	O		Date & Time	System	Operator
						IN		
Reg. No.					OUT			

United Nations



*Job Opening for Position requiring official secondment
from national governments of Member States of the United Nations Organization
Appointments are limited to service on posts financed by
the support account of peacekeeping operations*

Post title and level	Conduct and Discipline Officer, P-3
Organizational Unit	United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic (MINUSCA)
Duty Station	Bangui
Reporting to	Strategic Policy and Planning Adviser
Duration	12 Month (extendible)
Deadline for applications	17 February 2025
Job Opening number	2024- MINUSCA-31020987-DPO

United Nations Core Values: Inclusion, Integrity, Humanity and Humility

RESPONSIBILITIES:

The Conduct and Discipline Officer participates in the planning, implementation, monitoring and evaluation of conduct and discipline programs, operations and other related activities. Under the guidance and supervision of the Police Commissioner, the incumbent will be responsible to assist and advise National Police and Gendarmerie in the following:

Conduct and discipline framework:

- Review or drafting of code of conducts as well as disciplinary rules and regulations in alignment with international standards.
- Redesign and creation, when applicable, of oversight bodies for the Police and Gendarmerie
- Support Car Internal Security Forces in the design and implementation of accessible reporting mechanisms of possible breaches of code of conduct involving CAR ISF Officers
- Assist the CAR ISF in the review and reinforcement of internal disciplinary procedures

Capacity building:

- In relation with the training coordinator, support CAR ISF in the design and implementation of training strategies aiming at reinforcing discipline at all levels; as well as leadership and management skills of hierarchical layers
- Monitoring implementation of conduct and discipline rules and procedures and determines/recommends realignment when necessary.
- Creation of an environment conducive to the respect of standard of conduct and ethics.

General:

- Keeps up to date on documents/reports/guidelines that have a bearing on matters related Conduct and discipline, ensuring compliance with recommendations and decisions, policies and procedures;
- Prepares various written outputs, e.g. management briefings, background papers, presentations, analysis, reports and studies, inputs to communications, publications, etc.
- Monitors and advises the work of national counterparts, as required
- Performs other related duties, as assigned.

COMPETENCIES:

Professionalism: Knowledge and understanding of theories, concepts and approaches relevant to particular sector, functional area or other specialized field. Ability to identify issues, analyze and participate in the resolution of issues/problems. Ability to conduct data collection using various methods. Conceptual analytical and evaluative skills to conduct independent research and analysis, including familiarity with and experience in the use of various research sources, including electronic sources on the internet, intranet and other databases. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning & Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Accountability: Takes ownership of all responsibilities and honors commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

QUALIFICATIONS:

Education: Advanced university degree (Master's degree or equivalent) in law, human rights, human resources management, or other related fields. Familiarity with administrative, labor, criminal and/or military laws and principles is desirable. A first-level university degree, with a relevant combination of academic qualifications and qualifying experience in internal affairs and/or conduct and discipline, and/or professional standards may be accepted in lieu of the advanced university degree. Specialized training in the area of incumbent's responsibility is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

Experience: A minimum of 5 years (7 years in absence of advanced university degree) of progressively responsible experience in one of several following fields is required: conduct and discipline, internal investigations, professional standards – required. Experience in gathering and analyzing information, investigation of conduct/disciplinary cases, experience in applying UN rules and regulations related to conduct and discipline, as well as experience in UN peacekeeping missions are desirable.

Rank: Rank required for a P-3 is Senior/Chief Inspector of Police, Major, other equivalent or higher rank.

Language: English and French are the working languages of the United Nations Secretariat. Fluency in French, (both oral and written) is required; knowledge of English is desirable.

Special Notice :

Circulation of this Job Opening is limited to the Member States of the United Nations. Only police personnel who are currently employed in their national police service and who have received authorization from their respective national authority to apply for this Job Opening, will be considered.

Please note that during their secondment to the United Nations, police personnel are not eligible for reassignment or transfer to any other seconded position in peace operations or the UN Secretariat.

Active-duty seconded personnel may serve under a UN staff contract for a period of up to three years (cumulative), which, in exceptional cases, can be extended for a fourth and final year subject to operational needs and satisfactory performance. This service limit includes periods of any prior services with the United

Nations as an active-duty seconded officer under a UN staff contract.

Candidates who have previously served as active-duty seconded personnel may reapply after a break in service of at least one year from their last secondment under a UN staff contract, subject to the contract limitation as indicated above.

Nominations of currently serving active-duty seconded police personnel on a UN staff contract will not be considered.

Candidates must meet all the requirements of the Job Opening at the time of nomination in order to be considered for the position.

Nominations of women candidates are strongly encouraged.

Date of Issuance: 18 November 2024

<https://police.un.org/en/vacancies>

United Nations Nations Unies

HEADQUARTERS | SIEGE | NEW YORK, NY 10017

REFERENCE: DPO/OROLSI/PD/2024/0142

The Secretariat of the United Nations presents its compliments to the Permanent Mission of Member State to the United Nations and has the honor to refer to the requirement for the services of Police Officers in active service. In this regard, the Department of Peace Operations (DPO) is seeking the nomination of candidates for appointment on secondment to the United Nations Multidimensional Integrated Stabilization Mission in Central African Republic (MINUSCA) for an initial period of one year with a possibility of extension in that position for a second and third year. In exceptional circumstances, the secondment to that position may be extended for a fourth year, but not longer. Post is available through the issuance of the Job Opening 2024-MINUSCA-31020987-DPO, which is posted for a period of 90 days effective 18 November 2024. The closing date for the Job Openings is 17 February 2025.

The nomination procedures together with all forms to be completed are included in this package. It is kindly requested that all documentation be submitted electronically to the Selection and Recruitment Section (SRS) to the following email address: sabrine.benarfi@un.org

Applications received after the deadline specified on the Job Opening will not be accepted.

In as much as the posts require the expertise of police officers in active service, the Permanent Mission of Member State is kindly requested to confirm that selected candidate(s) will be released, in a timely manner, from their national police service obligations for service with the United Nations. The Permanent Mission of Member State is also requested to ensure that the rank of each candidate submitted is clearly indicated on the application.

In addition, it is strongly recommended that the Permanent Mission of Member State carefully submits only those candidates meeting all requirements for the positions as described in the Job Opening.

The United Nations Secretariat would like to inform the Permanent Mission of Member State that in an effort to streamline and expedite the procedures of recruiting seconded officers, candidates approved for placement in the roster, may be selected for positions with similar functions (same functional title and level), without a new Job Opening being issued. Candidates shall be retained in the roster for a period of two years after the first day of the month following the selection decision by the Head of the Department.

It should be noted that during their secondment to the United Nations, police personnel are not eligible for reassignment or transfer to any other seconded position within the peace operations or the UN Secretariat. Active-duty seconded personnel may serve under a UN staff contract for a period of up to three years (cumulative), which, in exceptional cases, can be extended for a fourth and final year subject to operational needs and satisfactory performance. This service limit includes periods of any prior services with the United Nations as an active-duty seconded officer under a UN staff contract.

Candidates who have previously served as active-duty seconded personnel may reapply after a break in service of at least one year from their last secondment under a UN staff contract, subject to the contract limitation as indicated above.

Nominations of currently serving active-duty seconded police personnel on a UN staff contract will not be considered.

Candidates must meet all the requirements of the Job Opening at the time of nomination in order to be considered for the position.

Nomination of women candidates is strongly encouraged.

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The Secretariat wishes to reiterate that promoting and encouraging respect for human rights is a core purpose of the United Nations and central to the delivery of its mandates. Should the Secretariat become aware of grave human rights violations which give rise to concerns as to the record and performance of [country] police personnel, this may constitute grounds to revoke its acceptance of such personnel to serve in UN peace operations. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but were not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned. The Government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

The Secretariat recalls that it has a zero-tolerance approach to fraud and corruption. The Government is therefore requested to certify that there was no corruption or fraud in the nomination and extension procedures of police officers on secondment to the United Nations. Should the Secretariat become aware of allegations of corruption or fraud in the nomination or extension procedures of police officers on secondment, this may constitute grounds to revoke its acceptance of such personnel to serve in the United Nations as well as suspension of any future police deployments from the contributing country concerned.

The United Nations Secretariat would like to avail of this opportunity to inform the Permanent Mission of Member State that staff members are subject to the authority of the Secretary-General and thereby are subject to the United Nations Staff Regulations and Staff Rules. In this context your attention is drawn to Staff Regulation 1.2 (j), whereby “[n]o staff member shall accept any honor, decoration, favor, gift or remuneration from any Government”.

The Permanent Mission of Member State is encouraged to nominate qualified women candidates.

This request is being transmitted to all Member States.

The Secretariat of the United Nations avails itself of this opportunity to renew to the Permanent Mission of Member State to the United Nations the assurances of its highest consideration.



18 November 2024