

OPEN CALL FOR EXPRESSION OF INTEREST:

POOL OF EXPERTS IN WEAPONS AND AMMUNITION MANAGEMENT (WAM)



1. Publication Reference:

ITF-POE/26-WAM-01

2. Procedure

Open Call for Expressions of Interest for Inclusion in the ITF Pool of Experts: Weapons and Ammunition Management

3. Contracting Authority

ITF Enhancing Human Security (ITF)

4. Background

ITF Enhancing Human Security (ITF) implements programmes and projects aimed at reducing security risks associated with conventional weapons, ammunition and explosive hazards, while supporting national capacities and contributing to peace, security and sustainable development.

To support the effective implementation of its current and future activities, ITF is establishing a framework of technical **Pools of Experts** covering areas relevant to its mandate and programmes. These Pools of Experts will serve as rosters of qualified professionals and subject matter experts who may be considered for future assignments requiring technical, operational, advisory, training, evaluation, monitoring, quality assurance and other specialised expertise.

As the first thematic roster under this framework, ITF is launching a **Pool of Experts in Weapons and Ammunition Management (WAM)**. This pool seeks to identify qualified professionals with expertise in areas such as conventional weapons destruction, physical security and stockpile management, ammunition lifecycle management, explosive ordnance disposal, demilitarisation and related fields.

Experts included in the Pool may be engaged individually or as members of multidisciplinary teams, depending on project requirements, donor conditions, operational priorities and expert availability.

The WAM Pool of Experts is intended to be a standing, non-exclusive roster and will remain open for applications as determined by ITF. Applications will be reviewed on a rolling basis.

ITF reserves the right to establish additional thematic Pools of Experts, and to update, expand, revise or discontinue existing pools and areas of expertise in accordance with operational needs and programme priorities.

5. Scope of Expertise

ITF is seeking experts with demonstrated knowledge and significant experience in one or more of the following areas:

- Weapons and Ammunition Management (WAM);
- Physical Security and Stockpile Management (PSSM);
- Small Arms and Light Weapons (SALW) control and management;
- Conventional Weapons Destruction (CWD);
- Ammunition Lifecycle Management;
- Ammunition Technical Assessments;
- Ammunition Surveillance and Inspection;
- Ammunition Accounting and Inventory Management;
- Stockpile Safety, Security and Risk Reduction;
- Ammunition Storage Design, Infrastructure and Safety;
- Ammunition Disposal, Destruction and Demilitarisation;
- Explosive Ordnance Disposal (EOD);
- Explosive Safety Management;
- Development and implementation of national WAM, PSSM and SALW policies, strategies and regulatory frameworks;
- Application of International Ammunition Technical Guidelines (IATG), the Modular Small-arms-control Implementation Compendium (MOSAIC), and other relevant international standards;
- Capacity development, mentoring and training delivery;
- Monitoring, evaluation, quality management and quality assurance;
- Information management and digital solutions supporting WAM activities;
- Design, management, implementation, and oversight of national, regional, or international WAM programmes and projects.

ITF reserves the right to expand, amend or further define the thematic areas of expertise according to operational requirements.

6. Eligibility Criteria

An expert may be considered for inclusion in the ITF Pool of Experts if they demonstrate relevant professional experience, technical competence, integrity, suitability for ITF activities and the capacity to contribute to ITF's Strategy, values and guiding principles.

Applicants shall meet the following minimum requirements:

Education and Professional Qualifications

- Relevant university degree, military qualification, vocational certification, recognised professional accreditation or equivalent demonstrated field experience;
- Relevant technical licences, certifications or specialist qualifications where applicable.

Professional Experience

- Significant professional experience (minimum 5 years) relevant to at least one thematic area listed under Section 5;
- Demonstrated field, operational, advisory, technical, training or programme implementation experience;
- Experience working with government institutions, armed forces, law enforcement agencies, international organisations, regional organisations, humanitarian actors or development partners is considered an advantage.

Languages

- Excellent command of English and another language relevant to ITF operations.

Professional Competencies

- Ability to work effectively in multicultural and multidisciplinary environments;
- Ability to operate in field-based and challenging operational settings;
- Strong communication, analytical and reporting skills;
- Availability for short-term assignments, missions, advisory work, training activities and meetings.

Professional Conduct

- Professional conduct consistent with ITF values and humanitarian principles;
- No record of professional misconduct, fraud, corruption, exploitation, abuse or other serious ethical violations;
- Willingness to comply with applicable ITF policies, procedures and codes of conduct;
- Willingness to comply with assignment-specific learning, mentoring or handover requirements where expressly included in the relevant Terms of Reference or contract.

7. Application Documents

Interested applicants are invited to complete the application through [this online form](#).

The following supporting documents should be sent to info@itf.si with the subject line ***Expression of Interest - ITF Pool of Experts - WAM - Surname:***

1. Curriculum Vitae (CV) in English;
2. Copies of relevant certificates, licences or professional qualifications (where applicable);
3. Contact details of at least two professional references;
4. Any additional supporting documentation considered relevant by the applicant.

In the application, applicants should clearly indicate the area(s) for which they wish to be considered.

8. Evaluation and Selection

Applications will be evaluated on the basis of:

- Relevance and depth of qualifications and technical expertise;
- Extent and quality of professional experience;
- Field and operational experience;
- Experience in international, multicultural and multidisciplinary environments;
- Experience developing and delivering training and capacity enhancement initiatives;
- Relevance to current and anticipated ITF programme requirements.

ITF reserves the right to:

- request additional documentation;
- verify qualifications, certifications and references;
- conduct interviews or technical assessments where deemed necessary;
- classify experts according to thematic expertise, seniority and operational experience.

Inclusion in the Pool of Experts shall be at the sole discretion of ITF.

9. Inclusion in the Pool of Experts

Successful applicants may be included in the ITF Pool of Experts and considered for future assignments based on programme needs, donor requirements, operational priorities and availability. Inclusion in the Pool of Experts:

- does not constitute employment with ITF;
- does not guarantee the award of any contract, assignment or consultancy engagement;
- does not create any obligation on the part of ITF to engage an expert;
- is non-exclusive and does not prevent experts from providing services to other organisations, subject to applicable conflict-of-interest requirements;
- may be subject to periodic review and updating of expert information.

Successful applicants will be asked to sign a Framework Agreement, which constitutes a non-employment agreement regulating the expert's inclusion in the ITF Pool of Experts, general obligations, confidentiality, compliance requirements and the non-guaranteed nature of future engagement.

For any future engagement, ITF may issue assignment-specific Terms of Reference detailing the scope of work, deliverables, duration, contractual arrangements and remuneration.

For specific engagements, Pool of Experts' members will be asked to sign a project-specific Contract or will be issued an engagement letter, defining the scope of work, deliverables, duration, remuneration, travel, reporting obligations and applicable rules of a specific assignment.

10. Data Protection

Personal data submitted under this call will be processed solely for the purposes of evaluating applications, maintaining the Pool of Experts and facilitating potential future engagements, in accordance with applicable data protection requirements.

11. Submission of Applications

Applications shall be submitted electronically via [this online application form](#). All supporting documentation shall be submitted as attachments via email to info@itf.si with the subject line **Expression of Interest - ITF Pool of Experts - WAM - Surname**. Applications may be submitted at any time while this Open Call remains active.

12. Review of Applications

Applications will be reviewed by ITF on a **rolling basis**. ITF may evaluate applications as they are received and may contact applicants for additional information, interviews, reference checks or technical assessments, where considered necessary.

Successful applicants may be included in the ITF Pool of Experts following the completion of the evaluation process. Successful applicants will be informed via the contact details provided in their application.

This Open Call shall remain open until further notice unless amended, suspended or withdrawn by ITF.

ITF reserves the right to amend, suspend, extend or cancel this Open Call, in whole or in part, at any time and without prior notice.