Terms of Reference – Locally Engaged Staff

**Adviser (Indonesian Legal and Regulatory Reform)**

<table>
<thead>
<tr>
<th>Work Location:</th>
<th>Jakarta / Home Base</th>
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<tbody>
<tr>
<td>Reports to:</td>
<td>Katalis Market Access Technical Lead</td>
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<td>Duration of inputs:</td>
<td>1 February 2022 – 31 January 2024, with a possibility to extend subject to performance</td>
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<td>Budget Source:</td>
<td>Katalis Market Access Breakthrough Area</td>
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<td>Remuneration Framework</td>
<td>The remuneration will be commensurate with experience. A reference to Prospera National Remuneration Framework Discipline Group C2 may be used as a guideline.</td>
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**Summary of Expertise Required**

The core business of IA-CEPA KATALIS is implementing the Indonesia-Australia Comprehensive Partnership Agreement (IA-CEPA). The Adviser (Indonesian Legal and Regulatory Reform) will assist the Government of Indonesia in fully implementing the agreement. This will include contributing to technical assessments of legal and regulatory needs for the implementation of core and broader IA-CEPA commitments. The Adviser will work with a senior colleague to establish a monitoring and tracking system for IA-CEPA implementation and be responsible for tracking and reporting on domestic regulatory changes relevant to IA-CEPA. Taking the IA-CEPA as a starting point, the Adviser will also make contributions to identifying commercially meaningful, trade and investment opportunities in the mutual interest of Indonesia and Australia. This position is open to Indonesian candidates, and women are encouraged to apply.

**Background**

Katalis has concluded regulatory gap analysis of IA-CEPA. The result of the analysis found that the consistency of domestic legal instruments with IA-CEPA is relatively high in Indonesia and Australia. However, some areas of inconsistency remain, including inconsistent Non-Tariff Measures (NTMs), regulations for some services sectors, and investment regulations for Indonesia. Indonesia and Australia could take steps to increase consistency with the IA-CEPA.

Based on Katalis’s Regulatory Gap Analysis result, recommendations to ‘close the gap’, in the form of technical and other assistance is needed to ensure full implementation of the Agreement, as well as
regular tracking of trade in goods, trade in services, and investment and regulatory/legal consistency
with IA-CEPA.

To achieve the goals, Katalis needs the Indonesian Legal and Regulatory Reform Adviser to advise
senior-level counterparts on IA-CEPA implementation arrangements and to track regulatory
development in Indonesia and Australia, to track compliance, or otherwise with IA-CEPA commitments.

Scope of Services

Under the leadership of the Katalis Market Access Technical Lead, the Indonesian Legal and
Regulatory Reform Adviser will:

- Advise senior-level counterparts on IA-CEPA implementation arrangements.
- Prepare reports and briefings for the Government of Indonesia and the Government of Australia
  on regulatory matters relevant to the bilateral trade and investment relationship.
- Identify opportunities for incorporation of Gender equality, Disability, and Social Inclusion (GEDSI)
  activity.
- Based on Katalis’s Regulatory Gap Analysis Report, develop recommendations to ‘close the gap’,
  in the form of technical and other assistance needed to ensure full implementation of the
  Agreement.
- Support Katalis’s Senior Legal and Regulatory Reform Adviser establish a monitoring function to
  track regulatory developments in Indonesia and Australia, to track compliance, or otherwise with
  IA-CEPA commitments
- Produce written and verbal outputs on a case-by-case basis to be agreed upon with the Technical
  Lead, Market Access and the Katalis Director.
- Contribute to other activities as guided by Katalis’s Director and Market Access Technical Lead; and
- Other tasks as requested and agreed with the Katalis Market Access Technical Lead, or Katalis
  Director.
- Maintain stringent standards of personal behaviour in interactions with children and take steps to
  report concerns about child abuse or risks to children.

Work may require long and flexible hours as needed, travel is based on the need.

Any offer of employment will require criminal record clearance.
Selection Criteria – Qualifications, Skills, and Experience

It is expected that the successful candidate will possess the following qualifications:

- Advanced qualifications in law and strong experience working on international trade law.
- Significant technical knowledge of the latest trade, investment, services, trade facilitation, and other technical matters at the World Trade Organisation and in preferential trade agreements.
- Fluency in Bahasa Indonesia and English with strong written and oral communication skills in both languages.
- Ability to work effectively in a team.

About Katalis

The Governments of Indonesia and Australia have entered into the IA-CEPA, creating a framework to unlock the vast potential of the bilateral economic relationship. To support this ambition, the IA-CEPA includes a new program – Katalis. Katalis’s goal is to maximise the benefits of IA-CEPA, support trade and investment, improve market access, and promote inclusive economic growth in Indonesia. The primary objective is to ensure the efficient and effective implementation of IA-CEPA to increase two-way trade and investment that is broad-based and inclusive.

Through a “Collaborative Hub”, Katalis will leverage existing Australian investments in Indonesia by working in partnership with other DFAT Programs, the whole of government partners such as Austrade, and other sectoral partners, to deliver new activities.

Katalis combines sound trade and development practice by supporting Indonesia to maximise the benefits of IA-CEPA, addressing regulatory challenges (through technical assistance), while resourcing innovative industry engagement in sectors of mutual interest, such as in agriculture; and by investing in standards, skills, and private sector development in new areas (such as digital services and advanced manufacturing).

The following standard requirements apply for all Katalis team members:

<table>
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<tr>
<th>Confidentiality</th>
<th>Conflict of Interest</th>
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| Due to the sensitivity of much of the information the position will encounter, there is an obligation, pursuant to the contract of engagement to maintain full confidentiality of the information and to not disclose this to third parties without the express written approval of the team member, will use her/his best endeavours to ensure that a situation does not arise which may result in a conflict of interest. Where a conflict of interest or a potential conflict of interest arises in the performance of the obligations under this Terms of Reference,
<table>
<thead>
<tr>
<th><strong>Katalis</strong></th>
<th>In some cases, a separate confidentiality agreement may be required authorising the review of sensitive material.</th>
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<tbody>
<tr>
<td><strong>Monitoring, Evaluation and Learning</strong></td>
<td>The team member will support Katalis’s Monitoring, Evaluation and Learning team through reporting and communication products for knowledge capture and learning purposes. The team member will also support monitoring and evaluation through the supply of high-quality data, participation in data collection methods and case studies that may arise from the inputs.</td>
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<td><strong>Diversity and Inclusion</strong></td>
<td>Katalis recognises the importance of embracing workplace diversity, specifically valuing the unique qualities, attributes, skills, and experience all employees bring to the workplace. Katalis is committed to supporting a positive work environment based on respect. These values should be reflected in the function and behaviour of all team members.</td>
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<td><strong>Code of Conduct</strong></td>
<td>The team member is to conduct themselves in a manner consistent with the Public Service Act 1999 (Cth), (including the Australian Public Service Values and Employment Principles, and Code of Conduct) and the employer’s professional standards.</td>
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<td><strong>Policy Compliance</strong></td>
<td>The team member will work within the Department of Foreign Affairs and Trade policy and the Katalis Guidelines on gender, child protection, poverty, the environment, human rights, and governance.</td>
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