



February 16, 2010

## TERMS OF REFERENCE

### WEB TECHNICAL ASSISTANCE FOR WEBSITE DEVELOPMENT

Convergence “Special Project Initiative (SPI)”, Bucharest

#### I. Expected output

Technical Assistance on the development of the SPI Romania Website:

The consultant is expected to:

1. **Ensure that the webpage informational architecture is optimally design to enhance the public outreach of the SPI Program activities, based on a initial proposal prepared by the SPI Romania-Convergence team.**
2. **assist in the development of the working plan;**
3. **overview the technical requirements connected to the implementation;**
4. **attend meeting with web designer agency;**
5. **verify that contents and web development are consistent;**
6. **act as a problem-solver for any technical issue that may arise.**

The Consultant will report to Convergence (Rita Marsilii with supervision by Luigi Passamonti)

#### II. Activity Budget

XY EUR; estimated number of working days: 10

#### III. Duration

From May 2 to June 15 2007

#### IV. Fee payment

Upon delivery of the expected output.

#### V. Introduction and Background of website project for SPI

#### GOALS OF THE WEBSITE



- **Make available information and documents related to Romania SPI activities**
- **Deliver work methodology of Romania SPI, SPI project working groups and the Technical Secretariat**
- **Raise interest of counterparts / sponsors**
- **Knowledge sharing of SPI track record**
- **Success story**

## **1. MISSION**

Mission of Special Project Initiative in Romania is the modernization of the Romanian financial (banking) sector by

- identifying regulatory fine-tuning needs;
- promoting the dialogue between authorities and market participants on technical aspects regarding financial intermediation;
- forming a consensus among stakeholders before official action is initiated;
- monitoring implementation of measures and
- fostering local analytical and implementation cultures;
- providing/catalyzing international experts to join the active micro-regulatory projects;
- promoting economic impact assessment culture when regulatory options are considered by the executing project working groups..

## **2. HOW THE WEBSITE WILL SUPPORT THE MISSION**

- By providing background information, methodology and (official?) documents about past, ongoing and future projects.
- Through networking among all parties involved in SPI activities.
- Making the impact assessment within the regulatory process more accessible to interested parties so as to strengthen public consultation;
- Presenting success stories for future activities and cooperation;

## **3. MOST IMPORTANT GOALS FOR THE WEBSITE**

- Communicate the articulate approach of the SPI
- Make available results of SPI activities (including documents)

## **4. AUDIENCE**



- Institutional counterparts;
- Potential sponsors;
- Foreign institutions
- Future partners
- Public and private financial institutions;
- Local partners;
- Subject matter experts;
- Others....

#### **5. EXPECTED FEEDBACK FROM AUDIENCE**

- Interest in activities and results;
- Impact of the SPI



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### **Web Knowledge Organizer**

**Mr Pierre GENEEN Dit RAINE**

#### **I. Context**

The “Convergence” Program requires the design and organization of its website dedicated solely to Convergence Program operations.

This website will be designed and structured in accordance to the preliminary draft sent out by the Convergence Program staff and according to the discussion led with Mr. Geneen dit Raine on the various aspects of the latter site.

Mr Geneen dit Raine professional background makes him an excellent consultant to complete this task.

#### **II. Tasks**

The Web Knowledge Organizer will produce an actual website portal.

#### **III. Timing**

The Convergence website will be ready by May 30, 2009.

#### **IV. Compensation**

Mr. Geneen dit Raine will complete this task in up to twenty working days starting from April 27, 2009. His daily fee is of Euro XX. Total cost of this assignment is of Euro XYZ