



Consultancy - Terms of Reference:  
Responsible Mining Business Integrity  
(RMBI) Tool Consultant

Employment Type: Consultancy

Duration: to be completed by end of June 2024

Reports to: Research and Program Manager, Accountable Mining Programme, Transparency International Australia

Remuneration Package: to be agreed with consultant.

Application Closing Date: 04 March 2024

Location of Consultancy: Melbourne, Australia and/or online.

## 1. BACKGROUND

**Transparency International Australia (TIA)** is the Australian chapter of Transparency International (TI), the leading global anti-corruption movement composed of more than 100 national Chapters worldwide. TI Australia has led the [Accountable Mining Programme \(AMP\)](#) for the global TI movement since 2016. Through this programme, TI national chapters across 6 continents have identified and assessed corruption risks at different stages of the mining value chain. We work collaboratively with governments, companies, civil society organisations and communities in more than 20 countries.

The programme is currently implementing the project **Responsible Mining Business Integrity (RMBI) Tool for green minerals sourcing**. The Project's overall objective is to provide a time-efficient and systematic tool for mining companies involved in green minerals extraction in five key jurisdictions to identify corruption risks, strengthen integrity and anti-corruption capabilities. To do this, we seek a consultant to help refine our existing [Responsible Mining Business Integrity \(RMBI\) tool](#) and leverage our relationships with associations, companies, and partners.

Our RMBI Tool was developed in 2020 in collaboration with mining governance experts and industry associations and is designed to be used by company staff such as country managers, anti-bribery and corruption managers or compliance staff within mining companies of any size. With indicators selected from close to 40 international best practice standards and frameworks, the online self-assessment and interactive tool helps companies reduce their corruption risk exposure. The consultant will work with TI Australia to update and further refine the RMBI tool to reflect the relevant governance challenges associated to the energy transition.

## 2. OBJECTIVES

TI Australia is looking for a consultant to refine our existing RMBI online tool. The overall objectives of the consultancy are:

1. Update and refine the RMBI tool to ensure that the content reflects the relevant governance challenges associated to the energy transition, allowing companies involved in green minerals extraction a flexible, effective, and systematic approach to understanding corruption risks in their operations.

2. Utilise stakeholder feedback to improve the implementation and user experience of the online RMBI tool, increasing usability and willingness of industry actors in the mining sector to adopt this tool and champion business integrity.

### 3. METHODOLOGY

The consultant's goal is to provide a robust update and refinement of the AMP's RMBI tool which should strengthen implementation, functionality, currency and aesthetic of the tool.

The consultant is ultimately responsible for the overall methodological approach and design of the consultancy and it is expected to propose a methodology that they consider most appropriate to achieve the aims of this consultancy, for agreement with TI Australia. It is anticipated that the consultant will undertake desktop research and structured interviews with key stakeholders in relevant countries, which may include TI Australia and Chapter staff, industry representatives or members of civil society. The consultant and TI Australia will agree on the exact geographical focus and scope of the research, but it is expected that this will be conducted remotely. No international travel is expected to be included as part of this consultancy.

The consultant is expected to refine the scope and methodology of this research during the scoping phase in cooperation with TI Australia and provide a plan for delivering outputs. The consultant should present a brief statement of the proposed methodology in the application (no more than one A4 page).

### 4. EXPECTED DELIVERABLES

The consultant is expected to deliver the following:

1. A methodology framework outlining approach, timeline and focus to conduct an in-depth update and refinement of the tool. The brief statement provided in the application will be used as a basis for this deliverable and will be further refined in consultation with TIA Staff.
2. Refined RMBI tool content that reflects the relevant governance challenges associated to the energy transition, along with recommendations on how the RMBI tool could be further expanded moving forward, enhancing user experience and refining implementation of the online RMBI tool.

### 5. SELECTION CRITERIA

Applicants should have the following skills and experience:

**Note:** Applicants that meet most but not all of these competencies are encouraged to apply.

*Core competencies:*

- An advanced university degree or professional qualifications in a relevant field, e.g. law, development studies, project management, or business;
- A proven background in a relevant field, such as compliance, governance or anti-corruption, including highly developed analytical skills, with a track record of undertaking both primary and secondary research, including through remote interviews;
- A demonstrated commitment to integrity and independence with the ability to analyse complex information from diverse stakeholders and provide unbiased independent insights and recommendations;
- Technical knowledge of extractives sector governance, particularly of the mining sector, is highly desirable.
- Technical knowledge of user experience research as well as web development is highly desirable.

- A record of experience engaging and communicating with Australian government and mining industry representatives is an advantage.

*Technical Competencies:*

- Experience in engaging stakeholders from the private sector with experience with mining companies and industry associations and initiatives (nationally or internationally) a distinct advantage;
- 5+ years of experience in working in a policy, knowledge or program delivery role in a relevant area such as corporate accountability and responsible business conduct;
- Excellent people skills, with the ability to communicate and work collaboratively in a cross-cultural setting with a variety of stakeholders
- Excellent command of English to a native speaker's level.

## 6. REMUNERATION AND COSTS

The Consultant should provide a detailed breakdown, before any tax or other charges, of all their estimated costs, including but not limited to; total fee as a lump sum or standard daily rates, work materials and any other associated costs. The Consultant needs to have reliable internet and the ability to conduct interviews remotely on video or telephone.

## 7. LOGISTICS AND WORK PLAN

The consultancy is due to start in **Mid-March 2024** and complete by the end of **June 2024**. A detailed timeline will be agreed with the consultant at the beginning of the assignment.

## 8. CONTACT INFORMATION AND APPLICATION

Applications must be sent by email to [info@transparency.org.au](mailto:info@transparency.org.au) by 11.59 pm on **04 March 2024**. Applications should contain these documents in English:

- A proposal of how the assignment will be approached, including a budget and methodology (maximum two pages).
- A letter of motivation, explicitly providing concrete examples of relevant experience relating to the Selection Criteria (maximum one page).
- Curriculum Vitae with a complete description of the applicant's profile and experience (maximum two pages).
- Contact details for at least three independent referees with in-depth and proven knowledge of the applicant's expertise and relevant work experience for this Terms of Reference.
- An appropriate example of previous written work in a similar scope, published in the last five years.