

Anness A



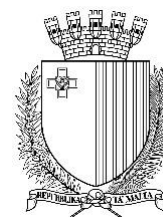
Ministeru	<i>Ministeru għall-Intern, is-Sigurta' u x-Xogħol</i>
L-impjeg	<i>Manager I (Compliance)</i>

MINISTERU GHALL-INTERN, IS-SIGURTA' U X-XOGHOL
201 TRIQ ID-DEJQA VALLETTA, MALTA

Dmirijiet u responsabbiltajiet

- i) Jiżgura li d-Dipartiment tal-Pulizija jopera skont il-liġijiet, ir-regolamenti, u l-istandards interni.
- ii) Jipprovdi feedback fl-iżvilupp u l-aġġornament tal-policies u l-proċeduri ta' konformità tad-Dipartiment, filwaqt li jhejji rapporti u preżentazzjonijiet ta' konformità għal Management, awtoritajiet regolatorji, u partijiet interessati esterni.
- iii) Jissorvelja l-bidliet fid-direttivi ta' infurzar li jkollhom impatt fuq l-operazzjonijiet tal-pulizija.
- iv) Jwettaq valutazzjonijiet tar-riskju regolari biex tidentifika riskji potenzjali ta' konformità.
- v) Jirrakkomanda u jgħin fl'implimentazzjoni ta' kontrolli xierqa biex jittaffew ir-riskji.
- vi) Jippjana u jesegwixxi verifiki interni ta' konformità biex tiġi evalwata l-aderenza mal-liġijiet, ir-regolamenti u l-protokollu interni.
- vii) Jipprepara rapporti għall-manigment superjuri li jagħtu dettalji dwar ir-rizultati tal-awditjar, il-ksur tal-konformità, u l-azzjonijiet korrettivi mittieħda.
- viii) Jinvestiga ksur ta' konformità jew ksur etiku, inklużi talbiet ta' whistleblower.
- ix) Jaħdem ma' timijiet legali u dixxiplinarji biex tirrakkomanda azzjonijiet xierqa u tiżgura riżoluzzjoni f'waqtha għal kwistjonijiet ta' konformità.
- x) Jgħin fl-abbozzar ta' politiki, proċeduri u linji gwida godda biex tissaħħaħ il-konformità ma' oqfsa legali u Prattiki operattivi li qed jevolvu.
- xi) Kwalunkwe komputu ieħor li s-superjur jista' jiddelega lilu/lilha, kif jista' jkun meħtieġ;
- xii) Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A



Ministry	<i>Ministry for Home Affairs, Security and Employment</i>
Job title	<i>Post of Manager I (Compliance)</i>

MINISTRY FOR HOME AFFAIRS, SECURITY AND EMPLOYMENT
201, STRAIT STREET, VALLETTA, MALTA

Duties and responsibilities

- i) Ensure that the Police Department operates in accordance with national laws, regulations, and internal standards.
- ii) Provide feedback in the development and update of the Department's compliance policies and procedures, whilst preparing compliance reports and presentations for senior leadership, regulatory authorities, and external stakeholders.
- iii) Monitor changes in enforcement directives that impact police operations.
- iv) Conduct regular risk assessments to identify potential compliance risks.
- v) Recommend and support the implementation of appropriate controls to mitigate risks.
- vi) Plan and execute internal compliance audits to evaluate adherence to laws, regulations, and internal protocols.
- vii) Prepare reports for senior management detailing audit results, compliance breaches, and corrective actions taken.
- viii) Investigate breaches of compliance or ethical violations, including whistleblower claims.
- ix) Work with legal and disciplinary teams to recommend appropriate actions and ensure timely resolution to compliance issues.
- x) Assist in drafting new policies, procedures, and guidelines to enhance compliance with evolving legal frameworks and operational practices.
- xi) Undertakes any other tasks, which the superior may delegate to him/her, as may be required.
- xii) Any other duties as directed by the Principal Permanent Secretary.