

## **SIPRI SENIOR MANAGEMENT TEAM MEETING**

Solna, 17 April 2018

### **MINUTES**

#### Participants

Sibylle Bauer, Stephanie Blenckner, Jakob Hallgren, Maria Kaemmerlé, Gary Milante (via Skype), Dan Smith

Note-taker Elena Haapaniemi

#### 1. MoM approval

- Minutes of the previous meeting on April 10 were approved.

#### 2. Matters arising from the previous MoM

- Sibylle asked about the next steps in the appointment of Diego Lopez da Silva as a SIPRI Associate Fellow (Helena following up on that).

#### 3. Report back

- Dan reported that cooperation with the WFP is slowly taking shape. It would be good to have someone from Gary's team involved in it. Gary suggested Suyoun Jang. Dan will contact her.
- Jakob provided an update on the SIPRI briefing for the parliamentary Foreign Affairs Committee on May 17. Participants from SIPRI include Jan, Dan and Sibylle.
- Both Jakob and Dan were approached by the German Council of Science and Humanities (Wissenschaftsrat), that has been mandated by the German Federal Parliament and the Federal Ministry of Education to evaluate P&C studies in Germany. Jakob was asked to provide some written thoughts and Dan was invited to participate in the working group discussion scheduled for October 1, 2018.
- Jakob provided an update on the promising cooperation with UNDP in both Geneva and Nairobi on climate change in the SAHEL region. Gregory and Malin are following this up along with Jakob.
- Jakob and Steph reported on preparations for the SIPRI lecture on May 28 – everything is going on as planned. Jakob is revising a memo on that.
- Steph reported that preparations for the MILEX data launch are going very well.

#### 4. Staffing & project issues

- Dan and Jakob are working on the job description for Johan Schaar, new SIPRI Senior Associate and MENA advisor.
- Maria and Ulla are contacting the short-listed candidates for the accountant position.
- Sibylle will conduct two interviews with financial controllers.
- The negotiations with the DoS candidate Luc van de Goor are in their final stage.
- Gary will need to hire a data specialist in the light of the upcoming database project.

5. Line manager training: feedback and next steps

- The SMT agreed that the general impression from the training was very positive. The quality of presentations was good and participants felt encouraged in many ways. If it were possible, it would be good to have the training on three morning sessions, when energy tends to be highest, instead of two afternoons and the morning in between. More case studies that are based on SIPRI day-to-day reality would be welcome. Last but not least, the training provided for an excellent opportunity to have discussions in an SMT+ format. Ideas on this will be discussed at a later stage.
- One specific action to come out of the training concerns the need to think through the categories used in the PAD assessment, in particular, whether there should be five categories rather than four.

6. General Data Protection Regulation

- The SMT praised Maria for a very good summary circulated earlier among the SMT team.
- Maria reiterated the imperative of integrating GDPR requirements into all relevant SIPRI routines. A mapping of our administrative processes is obviously needed along with informing all the staff of GDPR and its implications.
- Steph gave a concrete example of how the Comms team is already implementing the GDPR by being proactive in reaching out to subscribers to the SIPRI newsletter.

7. Governing Board 28&29 May: Agenda

- The SMT reviewed issues that need to be included into the agenda of the upcoming Board meeting and mapped out a tentative schedule for the meeting.
- Jakob will draft the tentative agenda asap.
- The dates for the second physical meeting of the GB in 2018 need to be agreed upon.

8. UNDIR request re M&E scoping study

- Sibylle briefed the SMT on the essence of the request (what are our quality assuring instruments, impact assessment tools, etc). SMT agreed that Jakob can provide a consolidated answer to UNDIR.

9. AOB

- Sibylle reminded the SMT about the need to proceed with the mid-term reviews.
- Update on the Stockholm Security Conference from Sibylle: the outline of the agenda is ready, concept note yet to come.
- SMT agreed to conduct the SMT meeting scheduled for May 1<sup>st</sup> on May 2<sup>nd</sup>, usual time, instead. There will be no SMT meeting during the Forum week.

**Action Points**

- Follow up on the conversation with WFP – Dan to talk to Suyoun Jang
- An executive summary of the GDPR-memo for the GB members - Maria
- Initiate mid-term review process (Dan & the rest of SMT) – Elena to book times
- As a follow-up of Line Manager training- think about PAD categories
- Answer to UNDIR – Jakob

**Items carried forward**

- Topics, speakers and tentative dates for future BB lunch discussions.