

SIPRI SENIOR MANAGEMENT TEAM MEETING

20 October 2020

MINUTES

Participants

Sibylle Bauer, Stephanie Blenckner, Luc van de Goor, Maria Kaemmerle, Jannie Lilja, Dan Smith, Joakim Vaverka

Helena Berger (present for items 1-4)

Note-taker Elena Haapaniemi

The meeting was conducted via Zoom.

1. Corona virus

- Helena will share with the staff the latest government decision regarding rules and administrative procedures for the first day of sick leave (*karentsdag* in Swedish).

2. Minutes

- The minutes from the SMT meeting on October 13 were approved.

3. Matters arising

- The deadline for submitting rough project ideas to Maria under the MFA strategic grant is November 13.
- The briefing on IT security for the SMT by Magda has been scheduled to take place on Nov 3.
- Considering current workload, our IT team can give feedback on viable alternatives to Zimbra mail system in January 2021 at the earliest.
- Steph is in touch with the Ukrainian embassy regarding the visit of the Ukrainian Minister of Defense to Sweden in mid-November.
- The HR group had a discussion about the *&frankly* app and the way forward. Helena and Joakim will tailor the app to meet our specific needs in terms of questions that will be included in the package, and then present the results to the SMT. Practical implementation can start after the Christmas break.

4. Report back

- Joakim reported that the MFA has project funding available outside the strategic grant. Applications under this funding must be submitted before the end of this year. Decisions are expected in early spring. Joakim invited all interested teams to come up with ideas that shall be further tested on our colleagues at NIS to see whether they can turn into viable project proposals. Sibylle and Joakim will work further on this.
- Joakim reported that NIS would like to visit SIPRI in mid-January 2021.
- Dan and Joakim reported on a meeting with Per Taube to discuss office extension, among other issues. Per is very supportive of the idea of turning the attic into office space. He will instruct his team to provide all necessary assistance to SIPRI including obtaining required permits for an extra fire exit at the municipality. Maria will follow up on this.

- Joakim briefed SMT on the outline agenda for the Board meeting. The format of the meeting, all virtual, will be the same as in May 2020. It will take place during two afternoons on Nov 16 and 17. Joakim will share the timeline for preparations for the meeting including deadlines for submitting various background documents.
- A decision on new Board members to replace Dewi Anwar and Vladimir Baranovsky is also expected in course of the November Board meeting. Prior to that, the following three names of potential candidates, along with brief background information, will be submitted to the RSC for discussion:
 - **Feodor Vojtolovsky**, Director of IMEMO.
 - **Chan Heng Chee**, Singaporean academic and diplomat.
 - **Marty Natalegawa**, former Minister of FA of Indonesia.
- Steph also reported about Christina liaising with the embassies who are interested in purchasing the YB.
- Luc reported back about the interest expressed by the two directorates in the French MFA as well as by l'Agence française de développement (AFD) in broadening their cooperation with, and funding to SIPRI. Dan, Luc, Jannie and Joakim will meet asap to discuss this.
- On October 15, Dan moderated the UNGA75 high-level virtual side event entitled "*Crisis, Conflict and Climate.*" Sweden's minister for international development cooperation, Ilwad Elman, UNDP and WFP representatives took part as panelists.

5. Staffing & project issues

- Nivedita Raju, a space researcher from India, has joined SIPRI as an Associate. She will start with writing two blog pieces.
- An update on the SSC: Luc circulated the latest version of the agenda among the SMT which endorsed it. So far, all preparations are moving along smoothly.
- Simone Bunse has been offered the position of Forum Content Manager, and accepted. Simone will start at SIPRI on Nov 1.

6. Finance: 2020 Reforecast

- Maria shared forecast documents on budget, incomes and staffing. The forecasts will be further shared with the Board. Maria will brief Joakim and Jannie in more detail on the forecasts and on the budgeting process at SIPRI separately.

7. Outreach overview: Q1 2021

- Steph went through the tentative comms schedule for publications and events until the end of the year and into the first half of 2021. The SMT thanked Steph for this useful briefing which provides a broader picture of our outputs and a better understanding of comms workload.
- The SMT agreed to review the outreach calendar in December 2020 – January 2021.

8. KPIs: FINAL, FINAL FINAL!

- The SMT went through and agreed upon a few outstanding question marks in the document. The SMT then endorsed the KPIs.
- Dan pointed out that some changes will probably be made to the document as we use it, based on the feedback from clusters and teams.
- The SMT congratulated Maria on the accomplishment of this challenging task and acknowledged the decisive input to the process by Fred and Nikos.

9. AOB

- NTR.

Action Points

- Communicate updated rules on the *karentsdag* to all staff - Helena
- Brief the SMT on IT security on Nov 3 – Magda
- Continue liaising with the Ukrainian embassy re. ministerial visit to Sweden – Steph
- Adjust the *&frankly* app to SIPRI needs and prepare its implementation – Helena and Joakim
- Timeline for various inputs to the Board meeting – Joakim to Dan
- Follow up on additional MFA funding for projects on A&D – Joakim and Sibylle
- Memo on the candidates for the Governing Board for the RSC - Joakim

Items carried forward

- IT at SIPRI: alternatives to Zimbra (Jan 2021)