



SIPRI SENIOR MANAGEMENT TEAM MEETING

Solna, 27 November 2018

MINUTES

Participants

Sibylle Bauer, Stephanie Blenckner, Luc van de Goor, Maria Kaemmerle, Gary Milante (via Skype), Sigrún Rawet, Dan Smith
Note-taker Elena Haapaniemi

1. MoM approval

- Minutes of the previous meeting on Nov 20 were approved.

2. Matters arising from the previous MoM

- Steph informed the SMT that the feedback to cluster coordinators is ready to go.
- Steph submitted to the HR group the job description for the digital tools communications assistant.
- Dan replied to the SOAS University of London about the data visualisation proposal.

3. Report back

- Steph has scheduled a phone meeting with the MSC's Benedikt Franke to discuss the topic for SIPRI event at the 2019 Munich Security Conference.
- Steph informed the SMT about the release of the SSC 2018 film series.
- Steph informed the SMT about the change of internal policy on tweeting. The novelty consists in a strictly limited number of allowed tweets per event – max. 3. Steph will come back to the SMT with more information on that. In the meantime, Shannen can provide more details too.
- Sigrún reported back about the Aurora Forum she attended in Edinburgh on November 22-24.
- Sigrún reported back on the ongoing preparations for a roundtable in the honour of 2018 Nobel peace laureate Dr Mukwege that SIPRI is co-organising with the Swedish MFA and Karolinska Institutet on Dec 13.
- Dan has been invited to moderate a session at the upcoming UN Executive Committee meeting on Climate and Security in New York on Dec 20.
- Sibylle reported back about her visit to Berlin on Nov 22 to attend a brainstorming meeting on arms control, chaired by Susanne Baumann, German Federal Government Commissioner for Disarmament and Arms Control. The meeting was attended by quite a few senior officials from the German MFA and provided a useful platform for a strategic discussion on the future of arms control on the eve of Germany succeeding Sweden at the UN SC.
- Dan reported that Martin Brothén, head of the joint secretariat of Riksdagen's International Affairs' Committee and Defence Committee, suggested SIPRI presents a seminar for a broader group of parliamentarians than the International Affairs

Committee. Subjects are to be discussed and defined together with him. Cluster 1's area of research is seemingly one of the favourites; there is an interest in environment-related issues and in bringing in the legal dimension too. Sigrún will be the contact person for all further discussions. Sigrún added that this should be done without delay since Riksdag's members are now doing their planning for the coming year.

- Dan talked to Per Taube on the possible location for the SSC 2019. To be continued.

4. Staffing & project issues

- Gary informed the SMT on the current status of the FORMAS project and the necessary follow up that is being done.
- Gary updated the SMT on Suyoun's forthcoming trip to Mali as part of the WFP project.
- Gary submitted a proposal on GReVD to DFID; feedback is expected in a week time.
- Gary and Dan need to follow up with Robert Muggah on the project proposal on refugees and migration (deadline is March 2018).
- The SMT agreed to offer an unpaid consultancy contract to Alfredo Malaret, a researcher from Venezuela, upon his request. As a part of his studies, Alfredo will support Mark and Marina in producing the SDG 16.4 policy paper.
- The SMT agreed to provide office space for three months starting January 2019 to a Spanish PhD student doing research on dual-use export controls, to be hosted by the DUAT programme.
- Maria informed the SMT that the new financial coordinator for the SAHEL project will start working on December 3.
- The next HR meeting will take place on Friday Nov 30.

5. Board follow-up

- Dan briefly summarised the discussions at the Governing Board meeting:
 - o There was a constructive exchange on the draft Institute strategy 2019-2021 prepared and presented by Dan. The draft will be fine-tuned accordingly and further discussed by both the SMT and the RSC. The Board should adopt the new strategy at its May 2019 meeting.
 - o On the Yearbook publishing options, the Board agreed that the current cooperation with the OUP is the most favourable option available to SIPRI and should thus continue.
 - o On partnerships, the Board asked Sigrún to collect and systematise all institutional knowledge as well as design a set of guiding principles on how to approach requests for partnership agreements in the future. Input from all research staff is expected; this is an issue to take up at the cluster meetings.
 - o On the SIPRI Lecture, the Board decided to alternate the gender of the speaker meaning that the 2019 SIPRI Annual Lecture will be delivered by a woman. Jan, Dan and Sigrún will brainstorm further on the list of potential candidates. The SMT's input is more than welcome.
- Dan, together with Mark, will set a date for the next RSC meeting to give a more detailed account of the Board meeting to all SIPRI staff.
- Sigrún expressed her gratitude to all those who assisted in organising the Board meeting, making sure all goes smoothly. A special Thank You goes to Christina!

6. Project management guidelines

- The SMT discussed the first draft of internal project management guidelines submitted by Elena, who will adapt the text accordingly and re-submit for the SMT's consideration, once ready.

7. Salaries

- Dan informed the SMT that, following the 2018 PADs exercise, the salaries will be increased by 2,7 per cent for those who fulfilled the requirements of their positions and by 3,5 for those who exceeded the requirements. Helena will circulate the letters informing staff members on their new salaries on Monday Dec 3.

8. AOB

- NTR.

Action Points

- Follow up with Martin Brothén on presentations and/or seminars at Riksdag – Sigrún
- Send an email to Per Taube – Dan
- Follow up with Robert Muggah – Dan and Gary
- Input on the existing partnerships to Sigrún – all researchers
- Date for the next RSC – Dan and Mark
- Continue working on the draft project management guidelines - Elena

Items carried forward

- Draft IT user guide & Memo comparing new mail systems.