

## **SIPRI SENIOR MANAGEMENT TEAM MEETING**

Solna, 29 January 2019

### **MINUTES**

#### Participants

Sibylle Bauer, Luc van de Goor, Maria Kaemmerle, Gary Milante (via Skype part of the meeting), Sigrún Rawet (via Skype), Dan Smith

Note-taker Elena Haapaniemi

#### 1. MoM approval

- Minutes of the previous meetings on Jan 22 were approved.

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

- Dan informed the SMT that Michael Trigg had proposed tentative dates for internal training in presentation techniques; Dan encouraged the SMT to suggest suitable candidates.
- Dan was in touch with Enrico Letta, the Dean of Sciences Po; the latter is very keen on formalising the cooperation with SIPRI with a view to facilitate internships for Sciences Po students at SIPRI. Elena will liaise with Sciences Po and prepare the draft agreement.

#### 3. Report back

- Maria and the finance team are still focussed on closing the financial year. Lena is currently working with Malin on the budget for the climate team. She is missing figures to proceed with closing the books on the Mali project.
- Luc provided an update on the preparations for the SSC following his discussion with Sibylle, Vincent and Katia. The tentative topic is “The Future of Armed Conflicts: Who, When and Where?” The idea is to build on the outcome of the closing session of the previous SSC, proceed with the mapping of the current state of affairs and then focus on the future from different perspectives. Emerging technologies, development of the IHL and also the Arctic shall be among the topics to be addressed. The exact dates for the SSC – somewhere during the second week of October - will be set in cooperation with Riksdagen since the idea is to have the opening session there following the successful model used last year. Sigrún will follow up with the Parliament. Sigrún will also extend the invitation to the Royal Court. Sibylle suggested inviting Izumi Nakamitsu to the SSC; Jan could transmit the invitation in person when travelling to New York. Sibylle will prepare speaking points for Jan’s meeting with Ms Nakamitsu.
- Sigrún informed the SMT that:
  - o The MFA’s division for European security politics would like to visit SIPRI on February 12 for briefings with SIPRI staff between 09:00 and 10:30 followed by their internal meeting at SIPRI conference room from 10:30 to 12:00. The SMT discussed the set up for the visit and identified relevant participants. Dan will welcome the group and do a brief introduction.

- The Swedish Defence Commission would like to invite Dan to do a 20 minutes briefing for the members of the Commission followed by a 20 minutes discussion, preferably on Feb 13.
- Jan will be travelling to New York to attend a meeting with several other former PGAs. Several side meetings, including one with Izumi Nakamitsu, will also be arranged.
- Michelle Bachelet, the UN High Commissioner for Human Rights and former President of Chile has agreed to deliver the SIPRI Lecture in May 2019. Elena will draft formal invitation letters to both Michelle Bachelet and the Royal Court.
- Sigrún had a brief discussion on security risks' awareness and training with the FBA; a more in-depth meeting will follow. The SMT agreed that, considering his vast field experience, Aurélien should accompany Sigrún on that occasion. Sibylle and Luc might join too if available.

#### 4. Staffing & project issues

- The SMT discussed Jiayi's request for assistance in organising her research visit to Moscow State University's Eurasian Centre for Food Security. The SMT agreed that it would like more information from Jiayi on the purpose and the duration of the visit before a decision can be taken.

#### 5. Travel policy

- The SMT discussed how to improve compliance with the travel policy set out in the Staff Handbook. It was agreed that prior authorisation of travel by the line manager, in the same way that leave is authorised, would improve the system. It was therefore agreed to introduce a simple travel request form. It would remain the staff member's responsibility to inform HR of the precise dates of travel and contact details while away. The SMT agreed that all trips to potentially dangerous areas must be preceded by an assessment of risk, which should be approved by the line manager before being lodged with HR. Cluster coordinators will help ensure that everyone complies with these simple procedures. For now, SMT agreed not to put sanctions in place for non-compliance but agreed that if a staff member does not comply, her/his further travel requests may reasonably be refused by the line manager.

These propositions – prior authorisation, a simple request form, and a brief risk assessment for travel to potentially dangerous areas – can now be discussed with the cooperation group. Maria will take the issue to the next meeting.

#### 6. Recruitment policy

- The SMT decided that, as a general rule, all recruitments must be done through open advertising and following SIPRI's standard procedure with short-listing, psychometric profiling and interviews by a panel. However, it is acknowledged that exceptional situations may arise when recruitment is urgent. In these circumstances, the normal procedure may be circumvented but only with prior SMT approval.

#### 7. AOB

NTR.

#### **Action Points**

- Candidates for the training in presentation techniques – SMT
- Draft MoU with Sciences Po – Elena
- Liaise with Riksdagen and the Royal Court on the SSC – Sigrún
- Book Norra Latin for the SSC – Luc's team

- Speaking points for Jan – Sibylle
- Draft invitation letters to Michelle Bachelet and the Royal Court – Elena
- Meeting with the FBA on staff security – Sigrún and Aurélien
- Jiayi’s research visit to Eurasian Centre for Food Security – SMT
- Discussion of travel policy in the Cooperation Group – Maria

#### **Items carried forward**

- NTR.

#### **Upcoming events at SIPRI**

- Visit by Daniel Ellsberg – 31 Jan
- Seminar on water conflict and Israel-Palestine by Itay Fishhendler – 1 Feb
- BB MENA lunch “Perspective on Iraq and the Middle East” – Feb 4
- Wine & Cheese courtesy of the A&D cluster – Feb 6
- MFA’s division for European security politics visiting SIPRI – Feb 12
- HRH Crown Princess – Feb 14