



SIPRI SENIOR MANAGEMENT TEAM MEETING

Solna, 5 March 2019

MINUTES

Participants

Sibylle Bauer, Stephanie Blenckner, Luc van de Goor, Maria Kaemmerle, Sigrún Rawet, Dan Smith (via Skype)

Note-taker Elena Haapaniemi

1. MoM approval

- Minutes of the previous meetings on Feb 19 were approved.

2. Matters arising from the previous MoM

- Luc confirmed that Timo is further developing the proposal for the Swedish MFA (EU Security Division) on the civilian support to peace operations; it needs to be submitted by the end of the week. This cooperation is based on a strong interest from the MFA side and should not affect the strategic grant.

3. Report back

- Luc informed the SMT that:
 - The Sahel team continues to work on the proposal for Chad; a series of meetings in Brussels is planned for next week; the team will also seek support from the Permanent Representation of Sweden to the EU.
 - Sida III proposal on Mali should be finalized and sent by the end of next week.
 - The Chinese embassy replied positively to SIPRI's project proposal. The embassy is currently looking into financial details.
 - Shannon was approached by the UN DPPA (Department of Political and Peacemaking Affairs) re. an event on trust-building and peace-making focusing on the Korean peninsula that the DPPA would like to organize in Stockholm in the end of May - beginning of June. The initiative already got support from the Swedish MFA. The proposed meeting in Stockholm is part of a series: two previous meetings were held in Cambodia. The SMT agreed that this is an interesting event definitely worth supporting and participating in. On SIPRI side, it could be linked to the broader Asia program. The SMT stressed the need to look into ways of reinforcing internal capacity so as to allow smooth preparatory work.
- Dan reported back about:
 - Him being the only external speaker present at the closed Swedish MFA strategic planning retreat convened by Foreign Minister Margot Wallström on March 4.
 - His continued bilateral contacts with the MFA. Meetings with Kent Härstedt and Annika Söder are scheduled for this week. Dan will see Margot Wallström next week.
- Steph reported that:
 - All is good when it comes to the data launch, on embargo until March 11.

- The comms team is working on the Stockholm Forum brochure. All good there too.
 - Sibylle highlighted two discussions she had on the margins of the MSC:
 - One with the Executive Director of ISS in South Africa focusing on joint interests and ways of increasing diversity at SIPRI and
 - Another one with the Head of the Center for Eastern European Studies in Berlin. Cooperation with the Center could help take forward the ambition to link regional analysis and the arms trade and other SIPRI data. Since such expertise is currently lacking in-house, SIPRI could organize joint seminars with the Center and otherwise involve its experts. Sibylle will follow up on that.
 - Talking about regional expertise, Sibylle reminded the SMT that Petr is specialized in India and Pakistan. This knowledge might be very useful, especially in the light of the recent events in the region.
 - Sigrún informed the SMT that:
 - Together with Jan and Dan, she will meet the new Swedish development Minister on March 11.
 - She will participate in the SIGHT meeting on the Lancet/SIGHT commission as well as a meeting at SIDA with SIGHT
 - She will have a breakfast meeting with Inger Buxton at the MFA on March 6.
4. Staffing & project issues
- Neil Melvin is requesting leave from March to August 2019 due to a consultancy employment at the UN.
 - The SMT agreed to Luc's suggestion to increase the part-time employment of Myriam Marending, research assistant in the Sahel team, from 25 to 50 per cent.
 - The SMT supported accommodating a guest researcher from Taiwan, Major Yao-Jen Kuo as per his request.
 - The ad for the new position in the Communications department should be published this week.
 - On accommodating interns from other institutes:
 - Dan encouraged the SMT to give feedback to Elena on the draft MoU with SciencesPo during the week in course.
 - Dan will reply in a positive way to a request received from the ERASMUS+ Traineeship Programme at the University of Perugia.
 - On contract expiry dates, Sibylle said it would be good to get a reminder from Helena well in advance so as to enable a DoS to proceed with all the necessary administrative formalities in good time. Maria pointed out that Helena keeps a good overview over this; it is a standard procedure that Helena contacts the employee and the line manager six months before the current contract is due to expire. Thus, the line manager is always being kept in the loop.
 - with the employee whose contract is due to expire so as to discuss future personal plans and ambitions.
 - In this regard, Sigrún reminded the SMT to always involve Helena at the early stage of any recruitment.
 - Sigrún and Helena had interviewed three short-listed candidates for the position of the management assistant and formed a preference; they are now seeking to take up references.

- Sigrún informed the SMT that Carina has started gathering info on the existing partnerships and encouraged DoSes to remind their respective staff members about their need to collaborate, where needed, in this ongoing process.
- Dan needs to write to Hugh Griffiths.

5. New finance system

Maria and the finance team did a thorough evaluation of the available options for updating SIPRI's financial systems and came up with the solution that suits the Institute most. It is a system primarily designed to manage projects, but it could also be used for accounting purposes. The SMT endorsed the choice. Maria will go ahead with all the practicalities. It will take several months before the system can be ready for use.

6. Travel policy draft

The SMT examined the revised draft of the travel request form submitted by Helena. It will now be presented at the next cooperation meeting.

7. Major events update

Stockholm Forum

The logistical note is ready and will soon be made available on the website so the online registration can begin. The MFA has started to send VIP invitations. The level of cooperation inside SIPRI has been very good. The Forum will be among the issues Dan is planning to discuss with Annika Söder.

SIPRI lecture

Sigrún informed the SMT that she had established a good contact with Michelle Bachelet's staff and that she will have a phone conversation on the practicalities of the visit on March 11. SIPRI has now a contact point at the MFA for all issues related to the Lecture. An internal preparatory and brainstorming meeting between Sigrún, Steph, Alex, Katia, Carina and Elena is scheduled for March 6.

Dan encouraged the SMT to come up with the names for potential panelists; there should ideally be only two, preferably one from Sweden and one from abroad. Sigrún flagged the need to inform the ambassador of Chile of the visit of Michelle Bachelet asap.

SSC19

The dates for the SSC could not yet be confirmed with Riksdagen. There might be a breakthrough on this front when Jan meets the speaker of the Parliament on March. Notwithstanding the uncertainty, the venue needs to be booked before the end of this week.

Almedalen

Steph had a preliminary discussion with the WFP on the high-level participation at the planned joint event in Almedalen. Dan confirmed his readiness to participate; Jan's availability needs to be checked and we need to decide whom to invite from the MFA. Sigrún highlighted that there is a special division at the MFA dealing with humanitarian issues and important to also involve them in view of the event (KH),

8. AOB

- The next RSC will be convened at 10:30 on March 19. One of the issues to discuss includes nominees for the Peace Prize of the city of Ypres 2020. The SMT needs to discuss this first though; Sibylle will produce a few names for the next SMT.

- Luc is still awaiting feedback from the rest of the SMT on the model MoU to be used when entering into various partnerships. Feedback should be submitted prior to the next SMT.
- On the draft project policy – Lena and Maria provided their feedback to Elena; the editorial team is reviewing the document and will give its feedback asap. Elena will then adjust the draft accordingly and resubmit it to the SMT.
- Next Tuesday – Sibylle might not be able to Skype in and Gary will still be on leave.

Action Points

- Exploring ways for cooperation with Center for Eastern European Studies in Berlin – Sibylle
- Nominees for the Ypres Peace Prize 2020 - Sibylle
- Meeting with the head of the China-Asia team at the MFA – Sigrún
- Inform Chile's ambassador on the visit of Michelle Bachelet – Sigrún
- Finalize the draft agreement with SciencesPo – Elena, with input from SMT and Helena
- Input on the draft model MoU – SMT to Luc
- Write a reply to Perugia institute – Dan
- Write to Hugh Griffiths – Dan
- Book the venue for the SSC - Luc

Upcoming events at SIPRI

- Bundeswehr Command and Staff College - March 14
- Viist from the UAE National Defence College – March 18
- RSC – March 19
- Workshop on the draft Hiroshima report – March 20