

## **SIPRI SENIOR MANAGEMENT TEAM MEETING**

6 October 2020

### **MINUTES**

#### Participants

Sibylle Bauer (present for items 1-2), 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

Lilian Ekelin (guest – present for item 3)

The meeting was conducted via Zoom.

#### 1. Corona virus

- On October 5, Dan sent out an updated guidance on the office use to all staff. Helena reported that there are now about 30 staff members coming to the office each day. She is receiving requests from staff for more days to be allocated. SMT members acknowledged that staff are respecting social distancing rules properly. SMT agreed that in the current circumstances and with new staff members arriving in the near future, there will be no immediate change to the internal rules, either to loosen or tighten them.

#### 2. PADs

- The SMT discussed a few adjustments to the PAD documents. Dan will finalise and approve during the week. The pre-PAD meeting with line managers will take place on Oct 12. All evaluations must be ready by Nov 20.

#### 3. Staff “survey”: &frankly app

- The SMT invited our HR consultant Lilian Ekelin to present the “&frankly” app that she helped design. The app has been developed to measure and to assess the well-being of a company as a whole, and of its teams. It is easy to use and easily accessible by email, through a web browser or via the app. It is a tool for organisational development.
- SMT thanked Lilian for her presentation, to which all members present responded positively. SMT agreed to look further into how best to use &frankly.
- Dan asked Helena to do some background work so it can be discussed at the next HR meeting and invited the SMT to reflect upon Lilian’s presentation and share thoughts at the next meeting.

#### 4. Minutes

- The minutes from the SMT meeting on September 29 were approved.

#### 5. Matters arising

- Maria confirmed that the Amex database upgrade budget looks fine.

## 6. Report back

- Maria will start drafting the 2021 budget and reach out to the SMT members for input.
- Luc provided an update on the SSC status:
  - Sweden's MFA confirmed that there will be a pre-recorded message from the Foreign Minister Ann Linde to kick-off the open panel.
  - Luc has discussed with representatives of the Munich Security Conference the possibility of Wolfgang Ischinger, MSC Chairman and former SIPRI Board member, participating in the SSC. SMT confirmed that this would be valuable
  - The ICRC has submitted a concept note for a session at the SSC.
- Joakim reported:
  - It has been agreed that SIPRI will host a virtual training session, as part of the diplomatic training program, on December 10.
  - Potential additional areas of cooperation, apart from the Arabic translation of the YB, have been discussed with Charlotta Sparre, Director of the Swedish Dialogue Institute for MENA.
  - The Director of the Asia department of the Swedish MFA is very keen on receiving a detailed briefing from SIPRI on the security situation on the Korean peninsula.
  - Together with Jan, Joakim met with the State Secretary Robert Rydberg to discuss SIPRI work in relation to the situation in the Hormuz area.
  - The UNGA side-event on "Climate, Crisis and Conflict" has been confirmed to take place on Oct 15.
- Jannie reported back that:
  - The EBA project reference group will have its second meeting later this week.
  - Malin and Ian met with OSCE senior adviser Esra Buttanri.
  - The UNDP *Human Development Report* has asked SIPRI for a contribution for next year's report on human security impacts and inequalities generated by climate change.
  - There will be a meeting later in the week with NUPI to discuss support on the climate and security issue for the Norwegian MFA.

## 7. Staffing & project issues

- Recruitment of the Forum content manager is ongoing.

## 8. MFA strategic grant: Budget & Forecast Q4 2020

- Maria updated the SMT on the status of the 2020 budget. Maria invited the SMT to approach her individually for any specific question relating to expenditures under the current financial year.

## 9. November Governing Board meeting

- Joakim has started preparations for the Governing Board meeting that will take place on Nov 16-17, back to back with the SSC.

## 10. AOB

- Nothing to report.

### **Action Points**

- Finalise PAD forms and guidance – Dan
- Background work on &frankly – Helena

### **Items carried forward**

- Outreach calendar Q1 2020 (to discuss in October)