



Jakob Hallgren  
Deputy Director

## **SIPRI SENIOR MANAGEMENT TEAM MEETING**

Solna, 5 December 2017

### **MINUTES**

#### Participants

Sibylle Bauer, Stephanie Blenckner, Jakob Hallgren, Maria Kaemmerlé and Dan Smith.

#### 1. Minutes approval

- Minutes of the 28 November meeting were approved without changes.

#### 2. Matters arising from the Minutes, not otherwise on the agenda

- The size of the increments in the 2017 salary review will be communicated by Dan in an all staff email.  
- Dan will also inform all staff about the promotion of four new Programme Directors which is a result of the SMT's Job Descriptions overview.

#### 3. Report back

- Stephanie reported that we are currently in an unusually hectic period in terms of events. This is excellent but it requires full attention from Comm's on the quality of each event.  
- Jakob reported from a visit by Libyan civil society activist and former ambassador Farida Allaghi who had expressed a wish for collaboration on projects on Libya.  
- SIPRI's three Senior Corporate Advisors are discussing the best approach to the 'SIPRI Circle' of potential philanthropic sponsors and will meet Jan.  
- The concept for the June Conference on the Baltic/Nordic region is taking shape. It will focus on soft aspects of security.  
- Finnish ambassador Klaus Korhonen visited SIPRI recently and has asked for a follow-up meeting to discuss further collaboration.  
- There has been considerable media interest in a recent expert meeting arranged by SIPRI on North East Asia.

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#### 4. Staffing and Projects

- An offer has been made to a candidate for the position as Personal Assistant to the Director.
- Almost 60 applications have been received for the position as Director of Studies for Conflicts and Peace. They are overall of high quality.
- Individual letters communicating new salaries after the 2017 revision are about to be sent to all staff.
- A discussion about the assessment criteria for annual performance was held. It was agreed that an evaluation of the 2017 PAD process and the ensuing salary revision will be made in January 2018.
- An offer to SIPRI to author the 2018 'Hiroshima Peace Report' was discussed. It was agreed to go ahead but also to seek additional information about costs, timelines, copyright aspects etc.
- An offer to study Norwegian arms export to Yemen was deemed too specific and potentially partial. It was agreed that SIPRI will make a counter offer for research of a more neutral nature.
- A tender from the EU Commission to research costs for R & D in defense had similar issues. Here as well a modified approach will be suggested.
- Three Research Assistants for the Sahel West Africa Programme are being recruited.

#### 5. Key tasks in 2018

- A long list of key tasks and processes for 2018 was identified. It included, inter alia, the development of a new Institute strategy, training of line managers and a values discussion, three major conferences in Stockholm, new publishing options for SIPRI in general and the Yearbook in specific, the launch of a MENA Programme, ensuring a good continuation of the China Programme and the Emerging Weapons Technologies work etc.

#### 6. AOB

- There is no SMT meeting on 12 December due to conferences.
- The next SMT is on Wednesday 20 December, the first in 2018 is on 9 January.

#### 7. Items carried forward for future agenda

- Training for line managers.
- Second reading of SIPRI Publications re-assessment.
- Evaluation of the 2017 PAD and salary review process.