

Jakob Hallgren
Deputy Director

SIPRI SENIOR MANAGEMENT TEAM MEETING

Solna, 14 February 2017

MINUTES

Participants

Sibylle Bauer, Stephanie Blenckner, Jakob Hallgren, Maria Kaemmerlé, Neil Melvin, Gary Milante and Dan Smith.

1. Minutes approval

- Minutes of the 7 February meeting were approved with minor changes.

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

- It was decided that the 'Armed Conflict and Conflict Management Programme' be replaced by the 'Peace Operations and Conflict Management Programme', headed by Jair as Programme Manager.
- Lena is asked to prepare a list on current SIPRI partnerships, as per a request from the Governing Board.

3. Report back

- The statutory SIPRI Annual Report for 2016 has been finalized and sent out to Board members for their signatures.
- The cluster 1 & 2 programme proposal is all but accepted by the Swedish MFA. However, one work stream is still being discussed.
- A brainstorming meeting on how to expand the Africa research at SIPRI will be held on 22 March.
- A draft MoU, called 'Practical Arrangements', with the IAEA was considered and endorsed.
- The 13 February SIPRI – Swedish MFA event on the CTBT was very successful.
- Discussions have been held about enhanced collaboration with the Stockholm University Graduate School on International Relations, including seminars, PhD positions, interns etc.
- Ambassador Michael Sahlin has agreed to assume the role as scientific coordinator for the September Security Conference.

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4. Staffing and Projects

- Ms Ulrika Nilsson will be appointed as Senior Corporate Advisor.
- Hans Blix has accepted becoming a Distinguished Associate Fellow.
- Lena will distribute monthly updates on ongoing grant applications.

5. Evaluation of the Performance Assessment process

- Input from the RSC and trade unions was considered along with the SMT's own input. It was concluded that:
 - the process should be rebranded 'Performance Assessment and Development Talks' in order to also emphasize the forward looking dimension of this dialogue;
 - mid-term talks will be held between Easter and 1 June;
 - communication about the process is a joint responsibility and that communication about the assessment procedure will be improved;
 - non-salary incentives shall be further considered;
 - the performance assessment will be expanded to include four levels;
 - the assessment paragraph of the co-signed document need to be structured so that the individual assessments are well explained; and,
 - 360° assessments of managers will be considered but only implemented from 2018;

6. Titles for researchers and 'research administrators'

- Henceforth there will be two levels of middle research managers at SIPRI; Project and Programme Manager. Existing titles will not be changed but this terminology will be used for appointments from now on.
- 'Research administrators' may hold various titles, such as Programme Coordinator. However, the formal title in the employment contract for temporarily employed 'research administrators' will remain 'Research Assistant'.

7. Items carried forward for future agenda

- Finalisation of job descriptions for all staff (early March).
- Design of a more activities based SIPRI budget.