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## **SIPRI SENIOR MANAGEMENT TEAM MEETING**

Solna, 18 April 2017

### **MINUTES**

#### Participants

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

#### 1. Minutes approval

- Minutes of the 4 April meeting were approved with a minor change.

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

- A draft paper by Tariq on the future of nuclear disarmament, commissioned by the Prefecture of Hiroshima, is forthcoming to the editors.  
- Michael Sahlin will circulate a concept note on the September Security Conference to all staff.

#### 3. Report back

- Colleagues seem to increasingly forget to inform about upcoming travels. There are both communication and security dimensions to this. The acquisition of an easy to use app for this purpose will be explored but to begin with the DoSs will press the Programme Managers to be active in ensuring they and researchers in their teams provide this information.  
- A first discussion on how to streamline next year's Yearbook was held, given the recurrent size and workload issues.

#### 4. Staffing and Projects

- The position as Research Editor will be re-advertised after the summer.  
- Advertisement of a position as Researcher on Nuclear Issues will probably take place before the summer.

#### 5. Dan's meeting with the MFA State Secretary Annika Söder on 21 April

- Issues for the meeting were discussed, including a briefing on the September Security Conference, Climate Change and Risk and the Programme grant for the A & D and P & C Clusters.

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## 6. Mid-term Performance Assessments

- SMT is working on a matrix where expectations for the different levels of responsibility in all job descriptions are synchronised.
- The outline of a one page guidance note on the upcoming Mid-term Performance Assessments, which will go out to all staff shortly, was discussed. The focus for these 30 – 45 minutes Mid-term review meetings should be on assessing progress against agreed objectives.

## 7. Communications issues

- SIPRI researchers will be invited to participate in the forthcoming 6 – 8 June bi-annual ‘Security Jam’ arranged by the ‘Friends of Europe’.
- A draft SIPRI social media policy was agreed. It will be taken to the Cooperation Group before adoption.
- Pros and Cons of engaging in a more concrete partnership with the World Economic Forum (WEF) were discussed.

## 8. Governing Board agenda

- The draft Governing Board agenda was discussed, it will also be presented for discussion at the upcoming RSC.

## 9. Issues related to the new Board Chair

- Jan Eliasson will in all likelihood be appointed as new Board Chair by the Swedish Government on 27 April. He will assume office on 1 June.

## 10. Items carried forward for future agenda

- Design of a more activities based SIPRI budget.