

## Notes from the Cooperation group

Thursday, 13 June 2019 at 9.00 in the Board room

Participants: Frank (ST), Siemon (SO), Alexandra K (RSC), Helena, Maria.

Excuses: Pieter (ST), Katia (SO), Jiayi (Saco), Nan (RSC), Sigrún.

- **Note checker** – Alexandra K

- **Follow up**

### *Moving costs for Research Assistants*

ST has requested that management should reimburse the moving costs for Research Assistants. At present Research Assistants are only reimbursed for travel costs (economy class) and not moving costs.

SIPRI management have agreed that Research Assistants can be reimbursed for moving costs on a case-by-case basis. ST has argued that a single rule for all Research Assistants would be more fair than deciding on a case-by-case basis. The ST opinion is that this would be easier and faster to handle.

The matter will be taken once again to an HR meeting.

### *Safety rounds*

The safety rounds will resume until all offices has been reviewed.

### *Midterm reviews (MTR)*

All MTR has been conducted. Still, not all documentation has been submitted to HR.

- **Management**

### *Information about the summer*

Dan will send out information on how the management, outreach and operations availability will look like during the summer.

### *MFA grant*

A concept note has been submitted and an application will be prepared.

### *New finance system*

The extensive and time-consuming work with the new financial system has begun for the financial team. It is an integrated system which makes it large and complex. Everyone will receive training in due time to be prepared when the new system becomes fully operational.

- **Personnel**

### Ongoing recruitments

- *Senior Researcher/Deputy Programme Director, Sahel/West Africa programme.* Interviews at SIPRI with two shortlisted candidates will be held on 12 and 13 June.
- *Research Assistant, CCR programme.* Interviews at SIPRI with three shortlisted candidates will be held on 10, 13 and 18 June.
- *Researcher, CCR programme.* Interviews at SIPRI with three shortlisted candidates will be held on 10, 13 and 25 June.
- *Project Controller, Financial dep.* Interviews with two shortlisted candidates will be held 17 June.

- *Research Assistant, Peace Operations*. Closing date 7 June. 85 applications. Interviews will be held on 20 June.
- *Research Assistant, Emerging Technology*. Closing date 23 June.

#### Arrivals and departures

##### *Arrivals:*

- Paul Gerharz, Intern for the DUAT programme from 3 August (TBC) up to 30 September 2019.

##### *Departures:*

No departures

#### Renewal of contracts

No renewals

- **Safety issues**

##### *Fire marshals*

We still have no second fire marshal for the upper floor. However, as a lot of new staff will start in the autumn we will most probably need to perform relocations in the house again and then we can get back to the fire marshal issue.

- **Union issues**

##### *Housing*

An excellent opportunity to find accommodation, which several staff members has tried, is to post an ad on Blocket. We will look at how this can be done in the best way.

- **RSC issues**


No issues

- **Other issues**

- **Date of next meeting**

Thursday 22 August 2019 at 9.00-10.00 in the Board room.

Note keeper:

  
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Helena Berger

Checking the notes:

  
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Alexandra Kuimova