

Notes from the Cooperation group

Thursday, 24 October 2019 at 9.00 in the Board room

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

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

- **Note checker** – Frank

- **Follow up**

- **Management**

SMT half away-day – the day will include:

- Budget

On 15 October, the SMT will have a half-away day. Preparations for the 2020 budget will be discussed. It will be about gathering what we know and what we assume and put this into a budget.

- Strategic work

In the light of the growth of SIPRI we need to plan for how we perform our work in the best and most effective way. There is need for delegation of tasks and decision on how this will be done. What challenges and opportunities do we face? These discussion will be taken forward to the clusters.

Cluster strategies

The separate cluster strategies will be attached to the 5-year strategy and included in the decision by the Governing Board.

Christmas lunch

This year the Christmas lunch will be held on Wednesday 11 December at 12.00 to 15.30. More details will come in due time.

- **Personnel**

Personnel issues

Arrivals:

No arrivals

Departures:

No departures

Renewal of contracts

- José Alvarado Cobar, Research Assistant, P&D cluster from 1 January 2020 up to 31 December 2021

Ongoing recruitments

- *Project Controller, Financial dep.* Interviews with 4 candidates ongoing.
- *Senior Researcher, China and Asia Security.* Not finalized.
- *Programme Director, AMEX.* Interviews with 3 candidates at SIPRI 4+11+16 October.
- *Research Assistant, MENA.* Interviews with 2 candidates at SIPRI 8+9 October.
- *Communications Editor, Outreach.* Tomas Spragg Nilsson will start on 11 November.
- *Editor, Outreach.* Interviews with 2 candidates on 4 October. Not finalized.

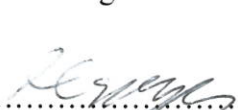
- *Researcher, CCR.* Advert up and running until position is filled. Second round of Skype interviews initiated.
- **Safety issues**
The safety rounds has not yet been completed. The safety officers and Maria will finalize this soon.
- **Union issues**
Union meeting
24 October a meeting with ombudsman Mikael Andersson from the central ST union will be held.
- **RSC issues**
No issues
- **Other issues**
Heating in the building
Now when we are heading towards the winter it would be good to check the radiators to make sure they work as they should. Christina will ask Energibevakning to check on this.

New furniture
New furniture will arrive: desks, chairs, round tables to the kitchen. Maria will buy more small lamps for the desks as well as mugs at IKEA. A new coffee machine will be set up in the kitchenette on the upper floor.
- **Date of next meeting**
Thursday 14 November 2019 at 9.00-10.00 in the Board room.

Note keeper:


.....
Helena Berger

Checking the notes:


.....
Frank Esparraga

