

SIPRI SENIOR MANAGEMENT TEAM MEETING

11 May 2021

MINUTES

Participants

Sibylle Bauer, Stephanie Blenckner, Luc van de Goor, Maria Kaemmerle, Dan Smith, Joakim Vaverka

Note-taker Elena Haapaniemi (not present for the Executive session)

The meeting was conducted via Zoom.

1. Corona virus
NTR.
2. Minutes
 - The minutes from the SMT meeting on April 27 were approved.
3. Matters arising
 - The SMT went through the Action Points from the previous SMT meeting:
 - Setting up an internal working group on returns to the office remains on Joakim's to-do list;
 - Vacation policy: Maria will send the final draft to the cooperation group.
 - Sibylle and Joakim will draft a letter to the unions in support of the establishment of a space researcher position.
4. Report back
 - On behalf of the SMT, Dan again thanked all those involved in preparing, running and participating in the 2021 Forum.
 - Steph reported that:
 - The outreach team is working on various Forum follow ups.
 - The SIPRI conversation "EU-China connectivity, challenges and opportunities" has been scheduled to take place on May 18.
 - Preparations for all the other forthcoming events – SIPRI Lecture, peacekeeping data launch, YB launch – are going on as planned.
 - Joakim informed the SMT that an external HR consultant, Björn Blomqvist, has been hired for a period of two months. Björn started at SIPRI on May 10 and will be working 50 per cent, mostly dealing with recruitments.
 - Sibylle continues consultations with UN Women on potential cooperation in researching military spending through a gender lens.
 - Maria reiterated the message shared by Lena with all staff on Monday morning meeting on May 10: there are some calls for proposals out now for which the submission date is

during the summer vacation, and there may be more coming in; anybody planning to apply to one of these calls MUST inform the Operations team NOW and prepare the applications before the summer vacations.

- Luc and Jannie are joining forces to participate in a four-year EEAS tender on conflict prevention and mediation support.

5. Joining Alliance for Peacebuilding

- The SMT opened the topic and decided to come back to it when there is full SMT.

6. KPIs

- The SMT went through the KPIs draft document prepared by Dan and Maria. The document will be presented to the Board as a joint SMT reporting on the results achieved in 2020. Based on this discussion, Dan will finalise the document with additional feedback from the rest of the SMT where needed; it will be shared with the Board as an Annex to the joint Director's and Deputy Director's report.

7. Introduction of new staff members

- The SMT approved new guidelines on virtual introduction procedures to SIPRI.

8. &frankly Plan of Action

- The SMT again discussed and made amendments to the Plan of Action to address the issues that came up in the staff survey. It will be shared with the RSC.

9. Conversion of the attic into office space

- Joakim briefed the SMT on his meeting on May 10 with Stefan Berg, the CEO of our landlord, Torslunda Property Investment. The main purpose was to discuss the plan to convert the attic into additional office space. Provided that we obtain the required approval from Solna municipality on fire escape first, this project seems to be feasible and could be implemented at a reasonable cost. Torslunda will be sending an architect during the coming week to work on the design plan.

10. Staffing & project issues, including HR group report back

- Joakim reported back from the latest meeting of the HR group where draft vacation policy and individual recruitments and consultancies were discussed.

11. AOB

- NTR.

12. Executive session

Action points

- Determine the composition of the internal working group on returns to the office, inform the participants and convene the group – Joakim
- Finalise the KPIs – Dan with input from the rest of the SMT
- Prepare the &frankly follow up Plan of Action for the RSC meeting on May 19 – Joakim
- Send the draft Vacation policy to the cooperation group – Maria
- Letter to the unions on the space researcher position – Sibylle and Joakim
- Follow up on the attic conversion process - Joakim

Items carried forward

Joining Alliance for Peacebuilding