

SENIOR MANAGEMENT TEAM MEETING

16 December 2021

MINUTES

Participants

Sibylle Bauer, Stephanie Blenckner, Maria Kaemmerle, Jannie Lilja, Dan Smith, Joakim Vaverka

Helena Berger for item 6

Note-taker

Elena Haapaniemi (not present for item 10)

Format

Hybrid meeting

1. Corona virus

- NTR.

2. Minutes

- The minutes of the SMT meeting on December 1 were approved.

3. Matters arising

- NTR.

4. Report back and forthcoming events

Jannie

- The EBA study was approved.
- The CCR team has finished its World Bank paper.
- The MFA expressed its appreciation of the input made by Florian and Cedric de Coning of NUPI on an address by Foreign Minister Linde.

Joakim

- The Alva Myrdal Center (AMC) for Nuclear Disarmament Board meeting on December 15-16 was attended by Joakim and Sibylle (Joakim as Board member; while Sibylle participated in Day 1 in her capacity as Chair of the AMC Working Group on Nuclear Disarmament in Policy and International Law). There was agreement on cooperating with SIPRI on a disarmament summer school. A small working group will be set up.

Steph

- The closed roundtable discussion at SIPRI with the Ukrainian Minister of Defense on December 15 went well and feedback to Steph has been very positive.
- Feedback on the virtual event “Nuclear Disarmament and Arms Control: the State of Play” on December 14, convened jointly with the AMC was also very positive.

- Forthcoming events:
 - The OSCE high level event has been tentatively confirmed to take place in the afternoon of Friday January 21.
 - Timo's workshop has been rescheduled to take place on February 3-4.

Dan

- On December 13, Dan had a meeting with the French Ambassador where various streams of cooperation have been discussed. February 7 and 9 have been chosen as tentative dates for a joint event on the eve of the EU-Africa summit. Steph and Joakim will liaise on that, with Joakim as SIPRI's point of contact for the French Embassy.
- On December 14, the EP team had a virtual panel meeting which went very well. The project as a whole is on schedule.
- Later on 16 December, Dan and Sibylle would have a conversation with Patricia Lewis and Mary Kaldor, current and former members respectively of SIPRI's Governing Board, to discuss the legacy of Julian Perry Robinson who initiated CBW work at SIPRI.

5. 2022 Strategic grant allocation

- The SMT went through the project proposals. The list and project budgets were further trimmed in the discussion but further cuts are needed. The DoS's have been tasked to ask the grant seekers to further cut their estimated budgets by an additional 7 per cent. Maria will update the overview of the allocations.

6. Follow-up to Work Environment Authority Inspection

- The following issues have been put on the SMT agenda:
 - Policy and procedures regarding "victimization."
 - Line manager training in work environment issues.
 - Distribution of work environment responsibilities.
- Helena presented to the SMT the **draft procedures in cases of "victimization"**, which SMT discussed, raising some issues that Helena, Joakim and Maria will absorb into a revised draft. Once finalised, the draft will be shared with the Cooperation group.
- It was agreed that the **distribution of work environment responsibilities** among line managers can only be finalized once all line managers have received an adequate training. Until then, these responsibilities will be distributed between Helena and the SMT. Important to keep in mind that most of these tasks are already being carried out by line managers.
- **Line managers' training** has been tentatively scheduled to take place in February 2022. Helena has been in contact with one of our external consultants who is a specialist in this kind of training. The session will be conducted by Zoom. The SMT agreed and asked Helena to go ahead with the preparations. All line managers will take the training.

7. Archiving of attic materials

- Good progress has been made. Furniture for the attic has been ordered and is expected to be delivered in the beginning of February.

8. Staffing & project issues

- The EP team and the Forum team are interviewing candidates for assistant positions from the same pool of applicants so as to speed-up the recruitment process.

- Karen Meijer will start as Senior Researcher in the CCR programme on January 10.
- The Outreach team has signed a contract for Frank's paternity leave replacement, to start on 1 February which will also give the two sufficient time for an overlap.
- The A&D team is moving forward on RA recruitment.
- SIPRI has agreed in principle to host a Taiwanese guest researcher who will be working on naval incidents together with Ian. Luc will be meeting with the Taiwanese counterparts to discuss further details on December 20.
- The EP team is contributing a background paper to the report that SEI are producing ahead of the +50 conference.

9. AOB

- Next SMT meeting will be held on 12 January 2022.
- Dan will be sending out a holiday e-mail to all staff with the information on the availability of the SMT members during Christmas and New Year.

10. Executive session

- The SMT held an executive session.

Action points:

- Follow up with the French embassy on a joint event – Joakim and Steph
- Holiday e-mail to all staff – Dan
- Further work on the strategic grant allocation – as agreed
- Draft procedures in case of victimization – Helena to adapt and to develop the draft further as per the SMT discussion
- Go ahead with the preparations for the line managers' training in February 2022 – Helena
- List of working environment responsibilities - Helena

Items carried forward: