

SIPRI SENIOR MANAGEMENT TEAM MEETING

18 May 2021

DRAFT MINUTES

Participants

Sibylle Bauer, Stephanie Blenckner, Luc van de Goor, Maria Kaemmerle, Jannie Lilja, Dan Smith (present for parts of item 4 and for item 5), Joakim Vaverka

Note-taker Elena Haapaniemi

The meeting was conducted via Zoom.

1. Corona virus

- The current recommendation from the Public Health Agency of Sweden is to continue working from home until 15 September, 2021.

2. Minutes

- The minutes from the SMT meeting on May 11 were approved.

3. Matters arising

- Joakim is going to convene the internal working group on returns to the office as soon as possible. The group will meet as frequently as necessary to be able to come up with a plan on how to best organise the after-pandemic return to the office; the plan should ideally be submitted to the SMT before midsummer.

4. Report back

- Earlier that day, Dan and Ian participated in the EU-China connectivity conversation with two external experts, Asad Beg and Jing Men. The recorded conversation was organized so as to launch latest SIPRI report on China-EU relationship. It will be shared through SIPRI social media channels in due time.
- Dan, Kheira, Farah and Florian had a virtual meeting with the new development minister Per Olsson Fridh with a view to brief him on Somalia and Mali.
- Dan will be part of the UN HLPF preparatory expert group meeting that monitors the implementation of the SDGs, scheduled to take place on May 18-20.
- Steph reported back that the preparations for the forthcoming events – the SIPRI Lecture, peacekeeping data launch and the YB launch – are all going as planned.
- Steph informed the SMT that the Outreach team aims to issue a save-the-date for the SSC21. As a reminder, the SSC21 has been tentatively scheduled to take place on November 8-11, 2021.
- Sibylle informed the SMT that holiday planning in the A&D cluster is proceeding smoothly.

- Sibylle reported back that Tytti, in her capacity as Board member of the Swedish Pugwash national group, is exploring options for collaboration with SIPRI.
- Luc and Jannie continue to work on the EEAS tender application.
- Joakim has been in touch with the Sahel Section of the Africa Department at the MFA; two joint events are in the pipeline –SIPRI briefing on our Sahel/WA program for concerned MFA staff, and an external event, possibly organized in cooperation with the French Embassy.
- Joakim reported back on his participation in the quarterly meeting of the International Law and Disarmament Delegation chaired by the Swedish Foreign Minister. It had been a good meeting with a charged agenda that included discussion on LAWS, the NPT RevCon, the TPNW, protection of health facilities in armed conflict, protection of the environment in armed conflict, and cyber operations and international law.
- Joakim has been appointed member of the Board of the newly established Alva Myrdal Centre for Nuclear Disarmament.
- On May 19, Joakim will have a follow up meeting with our landlord and an architect who will do a blueprint for the attic renovation. Hopefully, this will set the project into motion.
- On May 20-21, Joakim will be travelling to Helsinki to participate in dialogue activities.
- Maria is finalising forecasts for this year for the budget, for staff and for projects.
- Maria has updated the MFA strategic grant summary. Maria encouraged the DoSs to consult the updated document and to communicate to her any adjustment they deem necessary so as to ensure that the strategic grant funds are spent in the most efficient way.
- Maria reported back that the test group to evaluate Outlook e-mail system started its work. Magda will follow up with the members of the group and share the findings with the SMT. Luc is part of the test group from the SMT side.

5. Joining Alliance for Peacebuilding

- The SMT agreed that SIPRI will not be joining the AFP. Dan will send an e-mail to that end to the AFP.

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

- Joakim updated the SMT on the HR capacity: Björn will be working part-time focussing mainly on recruitments. The HR group composed of Maria, Dan, Joakim and Elin (in Helena's absence) continues to meet every other week to discuss and decide on pending HR issues.
- In Helena's absence, all HR related requests/documents (e.g. MTRs, leave application forms etc.) shall be sent to the following e-mail address: human.resources@sipri.org. Joakim will send a message to all staff to inform about it.
- Positions of a new HR officer and an accountant have been advertised, also on LinkedIn.
- The EP team has identified two co-leads for Section 4 of the EP report. Both have policy experience on climate security issues in the AU and one has research and CSO experience in the field of peace and security. Contracting details are currently being finalised. Both will hopefully start at SIPRI in the next few weeks.
- Issaka Souaré will be joining SIPRI as Sahel/West Africa programme director as of 1st of July.
- Recruitment processes for two positions with the peace operations and conflict management programme and for Louise's replacement are underway.
- Jannie informed the SMT on the state of the FORMAS project and Elise's engagement therein from September this year..

7. AOB

- There will be no SMT meeting on May 24 due to the Board meeting.

- The SMT reiterated the vital importance of circulating information, internally, about plans to reach out to external interlocutors/institutions, including the Swedish MFA. It might be the case that other staff members are already engaged in a dialogue or some form of cooperation with that particular interlocutor or partner organisation. This is crucial for projecting a professional image externally but also for a smoothly working institute and a pleasant working environment.
- In the light of the above, the SMT agreed to add a standing point on the agenda “Upcoming Events.” Sibylle said she would add a similar item to the bi-weekly A&D team leaders’ meeting.

Action points

- Feedback on the updated strategic grant document – DoSs to Maria
- Follow up with the landlord on the attic renovation - Joakim
- Write to the AFP – Dan
- Circulate the HR e-mail address to all staff – Joakim/Elin
- Details about Formas project and suggested agreement with Elise – Jannie to the SMT

Items carried forward

- Debrief by the Forum team
- Return to the office: a rough plan