

SENIOR MANAGEMENT TEAM MEETING

26 January 2022

MINUTES

Participants

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

Helena Berger for items 1,5 and 6

Note-taker

Elena Haapaniemi (not present for item 10)

Format

Hybrid meeting

1. Corona virus

- Helena and Dan will draft and circulate an email to staff to signal that staff may come to the office if the burden of working from home feels too heavy (applies to some staff, not all) and to encourage staff members to find ways of socializing, as used to happen during the first and second waves of the pandemic. The email will also provide links to keep staff up to date with current health authorities' guidance.

2. Minutes

- The minutes from the SMT meeting held on January 19, 2022 were approved.

3. Matters arising

- All tasks are being followed up as agreed.

4. Report back and forthcoming events

Sibylle

- Sibylle is in the process of presenting the renewal of the EU Non-Proliferation and Disarmament Consortium to the EU Member States' officials. So far, the response is positive.

Steph

- Progress is being made on arranging a side-event at the MSC. More info coming soon.
- The Anthropocene book launch has been confirmed to take place on February 15.

Dan

- On January 20, Dan held a virtual research seminar on the topic "Environment of Peace: the links between two crises and the ways to manage them" at the University of Gothenburg.

- In the light of the current MFA priority on climate change and security, a meeting between Dan and the Foreign Minister has been scheduled for January 31.

Joakim

- On February 3, Joakim will attend a virtual meeting on climate and development with the new Swedish Minister for International Development Cooperation.

5. Working from Home

- The SMT discussed finalization of the WFH Policy and Individual Agreements, which had been discussed in the Cooperation group.
- Joakim and Helena will finalize the drafts and Dan then sign off.
- The policy will be rolled out once we are back to normal.

6. Follow-up to Work Environment Authority Inspection

- An overarching Work Environment Policy will serve as an “umbrella” under which other policies covering specific issues will be added.
- Following deliberations in the Cooperation group, the SMT discussed draft procedures to be followed in response to reported or suspected cases of *victimization*.
- The forthcoming training for line managers will provide information on relevant provisions in Swedish law.
- Joakim and Helena were asked to clarify two points of the Victimization Procedures, after which they would be endorsed by the SMT.

7. SSC22

- The SMT agreed to convene the SSC22 on November 8-11, 2022.
- Most probably, the format will be virtual.
- The main heading will again be “Battlefields of the future.”
- Sibylle will look into that possibilities of once again linking the SSC to both the Ypres event on 11 November and to an event in honour of Julian Perry Robinson, who initiated CBW work at SIPRI.
- Dan, Joakim, Steph and DoSes will meet separately to discuss further details relating to the SSC including themes and funding.

8. Staffing & project issues

- Sahel/West Africa team is starting a project with Swiss Cooperation funding.
- Isaaka’s last day as Sahel/West Afrika PD will be on January 31.
- PD positions for MENA and Sahel/West Africa Programmes have been advertised.
- Recruitments of a MENA RA and a researcher with the Peace Operations and Conflict Management team are reaching their final stage.
- The SMT endorsed recruitment of two virtual interns for the A&D cluster; one will be supervised by Kolja and one by Vitaly.
- The SMT endorsed offering Associate Senior Researcher status to Marta Bo. Marta works together with Vincent as a consultant on the LAWS project.
- Janet Feenstra, research editor who will replace Frank during his paternity leave, will start on February 1.
- The process of recruiting Maria’s successor has started; recruitment will be conducted by an external agency.

- SMT discussed three recruitments in the P&D cluster and requested memos setting out the case for two of the positions being extended for longer than initially envisaged with a revised range of responsibilities.
- Joakim will share with the SMT an updated list of current SIPRI positions so as to ensure we stay under the cap of 99 positions.
- Dan presented a plan for an organisational change of the Director's office. The SMT endorsed the change, which will now be taken to the unions.

9. AOB

- NTR.

10. Executive session

- The SMT held an executive session.

Action points:

- Draft and circulate additions to the covid-19 guidance – Helena and Dan
- Schedule an internal meeting to discuss SSC22 – theme(s) and fundraising – Elena
- Swiss funding of translations of the Yearbook – Steph
- Associate agreement for Marta Bo – HR
- Memos on two revised positions in the P&D cluster – Steph/Martina and Claire/Jannie

Items carried forward:

- Intranet update
- "Deficiency of Trust": potential roundtable/seminar/expert meeting in spring /concept note pending
- Draft Sexual Harassment policy (to come back after Feb 17)
- Recruitment check-list