

Minutes from the Cooperation group – Thursday, 25 November 2021 at 9.00-10.00 by Zoom.

Participants: Joakim, Helena, Maria, Ulla (SO), Annelies (ST), Fred (SACO), Kheira (RSC)
Excuses: Pieter (ST), Shannen (ST), Farah (RSC)

- **Choice of checkers of meeting notes** – Frederic
- **Follow up on issues from last meeting**
 - *Working from Home (WFH) guidelines* –
Views from the staff representatives were presented. These will be communicated in writing to the management before the next coop meeting on 9 December.
Management will clarify parts of the text in the guidelines as appropriate.
- **Management**
 - *Update from the inspection by the Work Environment Authority*
Based on the work plan presented ahead of the meeting, approaches were discussed in order to have a manageable way of producing the documents and processes required by the Work Environment Authority in time for the 17 February follow-up visit. A working group consisting of Ulla, as safety representative, Maria, Joakim and Helena will produce material for the various areas, which will then be shared with the coop group for further discussions and cooperation on each area.
- **Corona**
No major news regarding the pandemic in Sweden at this point. The situation will continue to be monitored.
- **Personnel**
 - Ongoing recruitments*
 - Research Assistant – DUAT/AT
 - Research Assistant – MILAP
 - Researcher/Senior Researcher – Emerging Technology
 - Researcher/Senior Researcher – POCM
 - Senior Researcher – MENA
 - Senior Researcher/Programme Director – Weapons of Mass Destruction programme
 - Research Editor (temp substitute during parental leave)
 - HR Officer
- **Safety issues**
No issues
- **Union issues**
No issues
- **RSC issues**
No issues



- **Other issues**
No issues
- **Date of the next meeting**
Thursday 9 December 9.00-10.00 by zoom

Note taker:

A handwritten signature in blue ink, appearing to read "Helena B.", is written above a dotted line.

Helena Berger

Note checker:

A handwritten signature in blue ink, appearing to read "FD", is written above a dotted line.

Frederic Daudon