



Minutes from the Cooperation group – Thursday, 23 June 2022 at 9.00-10.00 on Zoom.

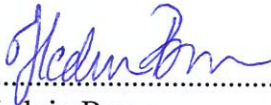
Participants: Joakim, Helena, Hedvig, Shannen (ST), Noah (ST), Farah (RSC), Frederic (SACO), Kheira (RSC)

Excuses: Pieter (ST), Ulla (SO)


- **Choice of checker of meeting notes** – Shannen
- **Follow up from last meeting**
After a good interaction during RSC about the sexual harassment policy, the text will be revised with suggestions from the discussions. The policy will soon be completed and available on the intranet for all staff.
- **Code of Conduct**
Prior to the last meeting a draft version of the Code of conduct was shared with the Cooperation group who gave written feedback on the content. Focus during this meeting was to have an initial discussion on the Code of Conduct. The representatives gave suggestions of revisions and amendments to the draft version. The discussion will continue after the summer holidays.
- **Personnel**
Ongoing recruitments
 - Researcher/Senior Researcher to P&D – applications closed 19 June.
 - PD to MENA team – interviews ongoing.
Arrivals
 - Maria Gillgren joins 15 August as Office assistant.
Departures
 - Virginie Baudais leaves 1 July, but continues as consultant
 - Shannen Young leaves 31 August
 - Maria Kaemmerlé leaves 31 August
- **Safety issues**
No issues.
- **Union Issues**
ST: No issues.
- **SACO:** Fred inquired if HR has been in contact with line managers regarding over time (flex sheet) issues. HR will get to this shortly.

- **RSC Issues**
No issues.
- **Other issues**
A group of volunteer staff members have on their own initiative drafted a document about sustainability. The document was shared with the Cooperation Group as an inspiration to start working on a potential Environment Policy. The issue will be resumed at future meetings.
- **Next meeting**
Thursday 25 August in the office.

Note taker:


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Hedvig Brage

Note checker:


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Shannen Young