



Minutes from the Cooperation group – Thursday, 10 November 2022 at 9.00-10.00 in Board Room and Zoom.

Participants: Joakim, Helena, Kristina, Hedvig, Janet (SO), Noah (ST), Frederic (SACO), Kheira (RSC), Farah (RSC)

Excuses: Ulla (SO)

- **Choice of checker of meeting notes** – Noah
- **Follow up from last meeting**
The Code of Conduct is about to be finalized by SMT.
- **Management**
 - The recruitment process procedures have been revised to further professionalise recruitment at SIPRI.
 - Terms of reference for the informal working group on questions of diversity, equity and inclusion will be discussed at SMT with a view to inviting interested staff members shortly.
 - The Internship Policy is currently being revised and will be brought to the Cooperation group for discussion shortly.
 - The Plan of Action based on the latest &frankly survey will be shared with the Cooperation group for further discussion once discussed by SMT.
- **HR**
Hedvig gave a brief introduction to the changes of Employment Protection Act (LAS).
- **Personnel**
 - Ongoing recruitments*
 - Researcher/Senior Researcher to P&D – ongoing
 - Senior Researcher/Programme Director to Arms Transfer – ongoing
 - Research Assistant to WMD – ongoing
 - Project Controller – ongoing
 - Communications Officer – ongoing
 - Arrivals*
 - Alaa Tartir, PD MENA, joins as consultant 15 November until starting his employment per 1 January 2023.
 - Departures*
 - Helena Berger leaves 6 December.

- **Safety issues**

No issues.

- **Union Issues**

ST

ST requested whether a salary mapping will be conducted. Salary mapping is in the pipeline and will be done.

SACO

No issues.

- **RSC Issues**

Follow up on the question of an eventual change of job title for Research Assistants. It is still with SMT to be discussed.

An update for the Promotion criteria was requested. The work of settling the promotion criteria is still an action point with SMT.


- **Other issues**

No issues.

- **Next meeting**

8 December 09:00 in the Board Room.

Note taker:



Hedvig Brage

Note checker:



Noah Bell