

Minutes from the Cooperation group – Thursday, 16 March 2023 at 11.00-12.00 in Seminar Room.

Participants: Joakim, Kristina, Hedvig, Lisa, Noah (ST), Frederic (SACO), Ulla (SO), Maria G (SO) Farah, (RSC). Wilfred and Caspar for DEI update.

Excuses: Kheira (RSC)

---

- **Choice of checker of meeting notes** – Noah

- **Diversity, Inclusion & Equity**

Wilfred and Caspar presented the work of the DEI informal working group. They shared their recommendations and the cooperation group had the opportunity to give feedback. The focus areas identified by the DEI group will be looked into further.

The key recommendations that can be implemented in the short term are:

- Making all SIPRI policies more readily accessible on the intranet
- Raising awareness of policies and DEI related aspects
- Develop a policy about participating on all-male panels
- Bringing up DEI in RSC and MMM more regularly to mainstream the ideas across the institute.

Management and HR noted that many themes of the IWG matched what the legislation says. It was also noted that existing policies will need to be revised and that some new policies will be needed.

- **&frankly**

During next meeting an action plan on SIPRI level, based to the risk assessment of the &frankly survey, will be presented to the cooperation group, followed by discussion and feedback.

Management and HR highlighted the need to incorporate culture and engagement conversations more regularly at the team, programme and cluster levels. HR will have responsibility to training managers on how to do this

- **Personnel**

*Ongoing recruitments*

- Research Assistant to Sahel-West Africa
- Financial Officer
- Researcher to Arms Transfers
- Researcher to Governance of Artificial Intelligence
- Research Assistant to Governance of Artificial Intelligence

*Arrivals*

- Vladislav Chernavskikh, Research Assistant WMD, joins 27 March.
- Mathew George, PD Arms Transfers, joins 24 April.

*Departures*

- Justine Gadon, 27 March.

- **Safety issues**

A safety round was conducted in October 2022 and that needs to be formally documented. It was also suggested that SIPRI should perform a Digital safety round.

The Working From Home guidelines and should be reviewed.

Meeting room issues: there is a lack of meeting rooms in the office and it needs to be clarified that meeting rooms must be booked. It was also suggested that a couple of informal 'office rules' are put together. As a first step, Kristina will follow up with IT, to ensure that everyone is informed about how to book meeting rooms. Additionally, it was raised that meeting rooms could have their schedule outside the room for last minute bookings and timekeeping.

- **Union Issues**

SACO-SIPRI elected Maria Gillgren as skyddsombud (safety representative). Ulla remains as main skyddsombud.

The unions requested that the gender salary mapping take place.

The unions also raised concerns from members that the Agreement on Time-limited Contracts is not being fully respected and requested that the timeline set out in the agreement is followed. The group agreed the union shall separately share cases where the agreement has not been followed.

- **RSC Issues**

No issues.

- **Other issues**

Hereafter, the meeting agenda will be sent out well in advance of the meetings.

- **Next meeting**

5 April 09:00 in Seminar Room and Zoom.

Note taker:

  
.....  
Hedvig Brage

Note checker:

  
.....  
Noah Bell  
30/05/2023