



Agreement on Cooperation at SIPRI

1. The legal framework

The parties sign this agreement pursuant to § 1.3 of the 'Ramavtal om samverkan för framtiden' [Framework Agreement on Cooperation for the Future] of 1 January 2017. As a result, the annex to the central agreement regarding the interim provisions in MBA-S, ATS and AMLA-89 is no longer valid for the duration of this agreement. This agreement replaces the 'Agreement on Co-operation at SIPRI' of 25 April 2017. Any earlier references in other SIPRI collective agreements to a cooperation agreement shall be taken to relate to this one.

This updated 'Agreement on Cooperation at SIPRI' of 18 April 2024 also replaces the employer's information and negotiation obligation under 'Medbestämmandelagen' (MBL, 1976:580) [the Co-determination in the Workplace Act], specifically §§ 11, 12, 19 and 38. These sections regulate, respectively, an employer's obligations to negotiate and inform an employees' organization (i.e. trade union) about organizational decisions; matters affecting a member of an employees' organization; organizational and financial development, and personnel policies; and matters concerning a person carrying out work who is not an employee.

2. The purpose of the agreement

The purpose of the agreement is to set out the conditions and processes required for meaningful cooperation at SIPRI.

Cooperation, as defined for the purpose of this agreement, is when employers and trade unions, managers and employees work together to improve the organization and work environment of a workplace. The foundation of such cooperation is a well-functioning dialogue and collaborative processes, which allow employees to contribute their perspectives, experiences and expertise in discussions leading up to decisions taken by the employer.

3. Forms of cooperation at SIPRI

Cooperation at SIPRI aims to take a holistic approach in which all employees are involved in the development of the Institute and there is a clear sense of collective responsibility, from the individual to the group level. As such, cooperation takes many forms. The Cooperation Group has been delegated to act as the main forum for ensuring the application of the cooperation agreement. In addition to the Cooperation Group, there are a number of other forums in which staff members have the opportunity to express their opinions and be involved in decision-making processes. These include all-staff, cluster/department, team, Research Staff Collegium (RSC) and trade union meetings, which all meet regularly. They also include other manager–employee interactions, such



as staff performance assessments. It is important to note that cooperation takes place continually, even outside of meetings, in all work-related interactions.

4. Application of the agreement at SIPRI

This agreement applies to all employees at the Institute and relates to matters concerning the relationship between SIPRI as an employer and its employees. The following areas are included in this agreement:

- The Institute's strategy
- The overall financial situation
- Processes related to personnel development, performance assessment, and salary revision
- The work environment
- Diversity, equity, and inclusion
- Organizational and personnel matters that are not listed as excluded below

In the event that this agreement is not applied, negotiations will take place according to 'Medbestämmandelagen' (MBL, 1976:580) [the Co-determination in the Workplace Act]. The following issues are **not** included in this agreement:

- Information and decisions about organizational changes
- Appointment of line managers
- Salary negotiations
- Redundancies
- The termination of contracts
- Disciplinary matters
- Other questions that might affect or encroach on the integrity of the individual employee

5. The Cooperation Group and the Work Environment Committee

According to 'Arbetsmiljölagen' (AML, 1977:1160) [the Work Environment Act], SIPRI is required to have a Work Environment Committee that includes representatives of the employer and the employees and the Head Work Environment Officer. At SIPRI, the Cooperation Group takes on the role of this committee and meets as such four times per year.

The purpose of the Work Environment Committee is to participate in the planning of work environment measures at the Institute and observe their implementation. According to AML chapter 6, § 9, the committee shall consider questions concerning:

- Occupational health services
- Action plans regarding the systematic plan for the work environment
- The planning of new or altered facilities, devices, work processes and working methods and of the work organization



- Planning the use of hazardous and/or dangerous items that could cause ill-health or accidents
- Information and education concerning the working environment
- Job modification and rehabilitation activities at the workplace

6. How the Cooperation Group works

Purpose

The Cooperation Group is the primary forum for delivering the purpose of the cooperation agreement.

Participants

The participants in the Cooperation Group are the Deputy Director (chair), the Head of Operations, the Human Resources Manager, the Human Resources Officer (secretary), 1–2 representatives from each trade union (ST and Saco-S) and 1–2 representatives of the Research Staff Collegium (RSC). The Head Work Environment Officer and/or the Work Environment Officer are required to attend those meetings that focus on the Work Environment Committee but are invited to all meetings.

In the absence of the Deputy Director, the Head of Operations will chair the meeting. In the absence of the Human Resources Officer, another participant will be appointed to take minutes of the meeting. Other participants can be invited to join a meeting, as appropriate.

Ad hoc working groups

When deemed appropriate, ad hoc working groups can be established by the Cooperation Group in order to focus on specific issues.

Meeting procedures

Cooperation Group meetings are held regularly, at least ten times a year unless the group decides otherwise. Standard meetings are booked well in advance, preferably for the coming six months. Each year the group agrees an annual work plan to address specific themes or topics throughout the year.

The meeting agenda is sent out one week before each meeting, together with the minutes from the previous meeting and any other relevant documents. Requests to add additional agenda items are communicated to Human Resources at the latest by close of business three days before the meeting. Urgent issues that arise can be discussed as time allows under 'Any other business'.

The standing agenda items are:

- Appointment of the minutes checker
- Follow-up on items from the last meeting
- Information from management



- Theme of the month
- Discussion of issues raised in advance
- Any other business

Minutes of the meeting

The Human Resources Officer is the secretary and takes the minutes of the meeting. Other participants take turns being minutes checker. When the minutes have been checked and adjusted, they are to be distributed to the group by email and archived on the SIPRI staff intranet.

Negotiations with trade unions

Co-determination through information and negotiation according to MBL (§ 14) should take place if all possibilities of cooperation have been exhausted.

Confidentiality

Any party that is subject to an obligation to provide information has a right to negotiate with the other party on the confidentiality of the information that is to be provided (MBL § 21). Unless specifically expressed, openness about what is discussed at the meetings is the default.

7. The period of validity

This agreement applies from 18 April 2024 until further notice, with the possibility of termination by either party at any time. A request for termination must be made in writing and have a three-month notice period. The agreement can also be amended by mutual agreement at any time. If a party wishes to propose an amendment, it does so at a Cooperation Group meeting.

Signed in Solna 18-04-2024

A handwritten signature in blue ink, appearing to read "Joakim Vaverka".

Joakim Vaverka,
Deputy Director, SIPRI

A handwritten signature in black ink, appearing to read "Annika Salisbury".

Annika Salisbury, Saco-S

A handwritten signature in black ink, appearing to read "Emma Zetterström".

Emma Zetterström, ST