



Minutes Cooperation Group

Dates and time: Thursday 27, March 2025, time 10.00 - 12.00

Place: Seminar Room

Attending: Charlotta, Kristina, Clarisa, Simon, Pieter item 1-5 (ST), Emma (ST), Annika (Saco-S), Ann-Sophie (Saco-S) Diego (RSC), Laura item 1-6 (Safey Representative),

Absent: Gretchen (RSC)

1. Welcome

2. Check-in

3. Choice of minutes checker

-Diego voulenteerd to be the minutes checker.

4. Last meeting's notes

-No comments.

5. Cooperation' at SIPRI

5.1. Look at the Cooperation Agreement (workshop)

- Workshop was conducted on cooperation at SIPRI, discussing a)what works well at the institute, b)what works less well and needs to be improved, and c)ideas on actions that could be taken to enhance dialogue and cooperation. A summary of the discussion will be shared with members of the Cooperation Group ahead of next meeting, for further elaboration, and thereafter be shared throughout the institute. (The workshop took most of the meeting time. Hence there was limited time for discussions on most other agenda points.)

5.2. Union time

-The employer acknowledged that more time was needed than originally agreed under current circumstances but emphasized the aim to return to a more normal state when able.

-Representative stated that the baseline was too low.

-It was requested that feedback from the union representatives be provided, preferably before the meeting.

-The goal was to resolve this issue before the next meeting.

6. Work environment

6.1. Review of reported incidents

-No reported incidents.

6.2. Fire safety procedures.

-The employer provided a draft of the fire safety procedures before the meeting and requested feedback.
-A fire drill is planned in the near future.

6.3. One-pager on “Mental health”

-HR and Safety representative presented a draft one-pager on mental health.
-Representatives requested greater clarity on what support could be made available by occupational health care providers.
-The Employer highlighted the importance of the topic and emphasized that if an employee experiences mental health issues, the first step is to go to their Line Manager and/or HR in order to discuss possible adjustments to their work situation and/or to request advice/support.

6.4. Zondera survey update

-The Employer informed that SMT had completed its internal reflections on the SMT internal follow-up. SMT continues to discuss follow-up on the institute-level, including looking at measures needed to rebuilding trust, addressing workload challenges, skills development, etc.

7. Information from Management

7.1. Transition new Director

- A draft transition and onboarding document had been shared ahead of the meeting. The employer explained that this is a “living” document and invited the group to give input. Representatives suggested a meeting with the incoming director during his visit to Stockholm during the spring. (This could tentatively take place in June.)

7.2. Recruitments

7.2.1. Other recruitments

-No other recruitments ongoing.

7.2.2. Other personnel matters

-Nothing to report.

7.2.3. MBL, risk analysis

8. Discussion of Issues raised in advance

- See 5.

9. Topic of the Month

9.1. MTR

10. Any Other Business

11. Summary of today's discussions

12. Next Meeting

- It was agreed to follow-up on the workshop on cooperation at SIPRI to develop a joint document to share with all staff, and to come back to the other agenda points (as time for discussion had been limited).

-Wednesday 30 April 10-12 Conference Room.

Minutes takes:

Signed by:

Simon Herman

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Simon Herman

Minutes checker:

Signed by:

Charlotta Sparre

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Charlotta Sparre (Deputy Director)

Signed by:

Diego Lopes da Silva

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Diego Lopes da Silva (RSC)