

SENIOR MANAGEMENT TEAM MEETING

16 April 2025

MINUTES

Participants

Sibylle Bauer, Luc van de Goor, Kristina Sandberg, Charlotta Sparre, Dan Smith

Absent

Stephanie Blenckner, Florian Krampe

Note-taker

Sofie Waller Snygg

Format

Hybrid meeting

AGENDA

1. Minutes

- SMT have yet to approve the draft minutes of the 2 and 9 April meetings.

2. Matters arising

- Regarding the invitation from GLOBSEC for SIPRI to participate in a high-level roundtable in Stockholm on 8–9 May, Luc informed SMT that they had now opted to work with another partner.
- Dan reported back regarding the request from the Korea Foundation for SIPRI to receive a second intern. The China and Asia Security programme has confirmed that they can accommodate this request. Dan has responded to the Korea Foundation but has not yet received a reply.
- SMT members were reminded to review and comment on the KPI document by Friday, 25 April.
- Kristina shared an updated version of the risk assessment document with SMT on 15 April. SMT scheduled a follow-up discussion for the SMT meeting on 23 April.
- On the policy review process, Sofie has circulated the first set (Anti-Corruption policy and Policy on Ethical Due Diligence on financial sponsorship). SMT to review these policies by 22 April.
- Due to insufficient participation and lack of a two-thirds majority, a second round of voting will be held for the election of a staff observer to the SIPRI Governing Board. Further details were sent to all Staff from Charlotta on 15 April.

- A farewell reception for Dan will be held on Tuesday, 10 June, in the late afternoon. Further information will be shared in due course.

3. Report back

a) Relations with other countries

- The WMD has successfully secured funding from the UK Foreign, Commonwealth & Development Office (FCDO) for work on biosecurity and emerging technologies - an area SIPRI has aimed to re-enter.

b) Relations with other organizations

- On 22 April, Sibylle will attend a commemoration in Ypres, Belgium, marking 110 years since the first use of chemical weapons. It might be a good opportunity for SIPRI to explore ways to re-engage in work related to chemical weapons.
- A UNESCO-led initiative linked to the International Year of Quantum (focused on bridging the anticipated "quantum divide") may result in an event in Kenya this summer (date TBC). SIPRI is not expected to have organisational responsibilities but will be listed as a contributing partner. More information to follow from Sibylle if the event is to take place.
- SIPRI is exploring collaborations with some technical universities, including Karlsruhe Institute of Technology, which has expressed interest. In addition to joint funding proposals, these partnerships could provide SIPRI with access to technical expertise by offering students valuable exposure to policy-relevant work through hosting interns.
- Luc informed SMT of a proposal from the International Tax and Investment Center (ITIC), which wishes to co-organize an event on regional cooperation in Central Asia. The suggested date is 12 June, but due to scheduling conflicts at SIPRI, the event will likely be held at the Mediterranean Museum. Luc to send a budget proposal to ITIC and communicate SIPRI's terms for engagement.

c) Operations

- Kristina updated SMT on the situation of the radon levels in the building. An initial communication was sent to staff on 10 April, informing them of the result of the Radon measurement in the office, which was initiated in February. The result showed that there are levels above thresholds in two of the measured office rooms in the basement.
- All staff who wish to move rooms have been offered the opportunity to do so.
- Kristina is investigating long-term solutions and will keep SMT informed. A second round of measurements will be conducted, and SIPRI will look into ways to improve ventilation in affected areas.
- If anyone has any questions, they are encouraged to speak to Kristina.

4. Delegation visits

- On 28 April, SIPRI will receive a visit from a group of Swedish Defence Attachés in training. Charlotta and Sofie are working on the programme, and it will be shared with everyone involved shortly.

5. Review of finances and strategic fundraising priorities

a) Review

- SIPRI's bank has approved an overdraft facility to help manage SIPRI's liquidity challenges. This may be required as early as April due to narrow margins for settling outgoing payments. For now, non-urgent invoices are being held back. As a condition for the overdraft, the bank has requested a formal decision from the Governing Board. A draft of this request has been prepared and will be sent to the Board by Charlotta.

b) Fundraising

- N/A

c) Due diligence

- N/A

6. Dialogues: Preserving experiences

- SMT held a discussion on how to make sure institutional knowledge from SIPRI's dialogue processes is preserved. SMT agreed on the importance of systematically archiving past dialogue activities (e.g. participant lists, agendas, concept notes). It was agreed to check that SIPRI has the material Shannon Kile built up during his years coordinating the institute's dialogue work.
- A future discussion is needed on SIPRI's broader approach to dialogue initiatives, including where they should sit institutionally and who should be involved.

7. Staffing / HR

- SMT discussed a draft paper prepared by SIPRI's safety officers to guide staff on stress and wellbeing. Kristina and Charlotta to bring SMT feedback to the Cooperation Group.

8. AOB

- N/A

9. Next week's SMT agenda

- Besides the weekly recurring items, SMT will also discuss:
 - o Bilateral meetings at the 2025 Stockholm Forum
 - o Risk assessment
 - o Review of SIPRI's policies: First batch

10. Executive session

- SMT held an executive session.

Action items:

- SMT to review and comment on the KPI document by 25 April.
- SMT to review the first batch of policies by 22 April.

- Kristina to update and circulate fire safety procedures with SMT
- Karin to meet with DoSs regarding cluster finances
- Charlotta to send the overdraft decision request to the Governing Board.
- Luc to share a budget proposal with ITIC and communicate SIPRI's terms for the proposed event on 12 June.
- Kristina and Charlotta to bring SMT feedback on the staff wellbeing guidance note back to the Cooperation Group.

Follow-up items:

- SMT to revisit the date of the June away day (pending Filippo Grandi's visit)
- Strategic fundraising discussion
- Continued discussion on SIPRI's approach to dialogue initiatives, including institutional positioning.