



SENIOR MANAGEMENT TEAM MEETING

18 June 2025

DRAFT MINUTES

Participants

Sibylle Bauer, Stephanie Blenckner, Luc van de Goor, Kristina Sandberg, Dan Smith, Florian Krampe, Charlotta Sparre

Note-taker

Sofie Waller Snygg

Format

Hybrid

AGENDA

1. Minutes

- SMT approved the minutes from 21 May and 28 May but has yet to approve the 11 June minutes.

2. Matters arising

- HR will serve as the point of contact at SIPRI for the UN Misconduct Disclosure Scheme.
- A draft risk policy will be circulated with the Cooperation Group for discussion at the upcoming meeting on 19 June.
- Luc has not yet confirmed with Fred whether due diligence is required for any partners in the Horizon Europe consortium. He will follow up on this and report back to SMT.
- Luc has consulted with relevant colleagues regarding SIPRI's possible involvement in an Iraq Women, Peace and Security programme (further details in the minutes from 11 June). Further follow-up is underway.
- Charlotta has sent an initial email to the Qatari Embassy regarding potential training courses for Qatari diplomats and have shared contacts to relevant colleagues for possible follow-up questions. She will report back to SMT once there is more information.

3. Report back

- N/A (SMT decided not to discuss this due to time constraints)

4. Delegation visits

- N/A

5. Review of finances and strategic fundraising priorities

a) Review

- N/A

b) Fundraising

- N/A

c) Due diligence

- SMT reviewed a proposed partnership linked to a university consortium in China. While there was agreement not to pursue formal affiliation with the consortium as currently structured, the SMT was open to exploring other forms of collaboration that align with SIPRI's principles and partnership criteria. Luc will inform relevant colleagues of this decision.

6. Stockholm Forum follow-up

- SMT held a follow-up discussion on the 2025 Stockholm Forum on Peace and Development, joined by Claire. The main focus was on reflections from this year's Forum and lessons learned, should SIPRI decide to proceed with a Forum in 2026. SMT will revisit the topic early after the summer holidays, with a goal to make a decision on next year's Forum by the Governing Board meeting on 6–8 October.

7. 2026 KF Global Challengers Program

- SMT noted that the Korea Foundation has initiated preparations for the 2026 KF Global Challengers Program, which offers Korean nationals the opportunity to undertake internships at leading international institutions, including SIPRI. Charlotta will follow up to confirm SIPRI's interest in hosting an intern in 2026.

8. Staffing / HR

- Responsibility for the coordination of seating arrangements in the office will be moved from the Director's Office (currently Sofie) to Operations. Kristina will identify a suitable contact point.
- SMT noted that a fellow from the University of Southern Denmark will join SIPRI for a placement of 2-3 months in the autumn, as part of an existing agreement.
- SMT discussed a request from the Mercator Foundation to host a participant from the *meet! – Mercator Europe Tour* for a short (4–5 day) job-shadowing visit in early September. SMT welcomed the opportunity as a positive step in strengthening SIPRI's new partnership with Mercator.
- SMT reviewed an update from HR on the current and upcoming number of interns. There are presently seven interns across the institute, with up to three additional placements expected after the summer. Members noted that SIPRI is nearing capacity and agreed to remain mindful of intern numbers, particularly in relation to available office space.
- SMT held a short discussion on work permit procedures and external support, following cases where staff had managed applications independently and thus saved

SIPRI some costs. Given the potential risks if something goes wrong, SMT agreed to continue using external support. Individual cases can be assessed as needed.

9. Next SMT agenda

- SMT agreed to schedule the next meeting for 20 August.

10. AOB

- Florian reported that he and Diego would like to test Microsoft 365 Copilot, an AI-integrated tool that could assist with summarizing meetings, extracting action points, streamlining emails, and managing calendars. SMT agreed for them to do a three-month pilot to assess its usefulness.

11. Executive session

- SMT held an executive session.

Action items:

- Luc to confirm with Fred whether due diligence is required for any Horizon Europe partners and report back to SMT.
- Luc to inform relevant colleagues about SMT's position on the proposed China-linked university consortium.
- Charlotta to follow up with the Korea Foundation to confirm SIPRI's interest in hosting an intern in 2026.
- Kristina to identify a new point of contact in Operations for coordinating office seating arrangements.

Follow-up items:

- Charlotta to report back on discussions with the Qatari Embassy regarding potential training courses.
- SMT to revisit Stockholm Forum planning after the summer break, ahead of the October Governing Board meeting.
- SMT to monitor intern numbers to ensure office space and supervisory capacity remain sufficient.