

Secretary General's Diary April 2012

Monday, 2 April, 2012

| | |
|---------------|--|
| 09:00 - 11:30 | Procurement Roundtable |
| 11:00 - 13:00 | Partnership Meeting |
| 14:30 - 15:30 | Meeting with Personnel Officer |
| 15:30 - 16:30 | Meeting with Chair, Labour Relations Commission |
| 17:30 - 18:00 | Meeting with Minister Bruton re Partial Loan Guarantee |

Tuesday, 3 April, 2012

| | |
|---------------|--|
| 11:30 - 12:30 | Meeting with Corporate Relations Directors, Diageo Western Europe |
| 14:00 - 15:00 | Meeting with Minister Bruton |
| 15:30 - 16:00 | Meeting with CEO, Irish Stock Exchange |
| 16:15 - 16:45 | Pre meeting briefing with Ministers ahead of Cabinet Committee on Economic Recovery and Jobs |
| 17:00 - 18:00 | IFSC Clearing House Group |

Wednesday, 4 April, 2012

| | |
|---------------|---|
| 08:30 - 10:30 | Cabinet Committee on Economic Recovery and Jobs |
| 11:45 - 12:45 | Meeting with Minister Alan Kelly, Minister of Environment, Community & Local Government |
| 12:45 - 13:00 | Meeting with Assistant Secretary, Innovation and Investment Division |
| 14:00 - 17:00 | Public Appointments Services – Shortlisting for Director post ODCE |

| | |
|---------------|---|
| 17:00 - 18:00 | Meeting with Permanent Secretary and Deputy Secretary, Department of Enterprise, Trade and Investment, Northern Ireland |
|---------------|---|

Thursday, 5 April, 2012

| | |
|---------------|---|
| 08:30 - 10:00 | Microfinance Meeting |
| 10:15 - 11:15 | Meeting with Personnel Officer |
| 11:30 - 12:30 | Meeting with Assistant Secretary, EU Affairs and Trade Division re Assignment of Functions |
| 13:45 - 14:00 | Meeting with Assistant Secretary, Competitiveness and Jobs Division |
| 14:00 - 15:00 | Meeting with Chair, Expert Group on Future Skills Needs |

Friday, 6 April, 2012

| | |
|-------|-------------|
| 09:00 | Good Friday |
|-------|-------------|

Monday, 9 April, 2012

| | |
|-------|---------------|
| 09:00 | Easter Monday |
|-------|---------------|

Tuesday, 10 April, 2012

| | |
|-------------|--------------|
| - All Day - | Annual Leave |
|-------------|--------------|

Wednesday, 11 April, 2012

| | |
|---------------|--|
| 09:30 - 10:30 | Meeting with Assistant Secretary, Competitiveness and Jobs Division re Assignment of Functions |
| 12:00 - 13:00 | Meeting with former CEO, Forfás |
| 14:00 - 15:00 | Meeting with Assistant Secretary, Corporate Services, Employment Rights & Industrial Relations Division re Assignment of Functions |

| | |
|---------------|--|
| 16:30 - 17:30 | Meeting with former CEO, Railway Procurement Agency and Consultant to World Bank |
|---------------|--|

Thursday, 12 April, 2012

| | |
|---------------|--|
| 09:00 - 11:30 | Ministerial Management Board meeting |
| 13:00 - 14:00 | Minister Briefing for Financial Services Community on the Action Plan for Jobs |
| 16:00 - 17:00 | Meeting with Chairperson, Competition Authority |

Friday, 13 April, 2012

| | |
|---------------|---|
| 09:00 - 13:00 | Management Board meeting |
| 15:30 - 16:30 | Personal Appointment |
| 17:30 - 20:30 | Retirement of Secretary General, Department of Health |

Monday, 16 April, 2012

| | |
|---------------|---|
| 10:00 - 11:00 | Meeting with Head of Internal Audit Unit re Audit Reports |
| 11:30 - 12:30 | Meeting with Assistant Secretary, Innovation & Investment Division re Assignment of Functions |
| 14:30 - 15:00 | Meeting with Head of the Department Social Club |

Tuesday, 17 April, 2012

| | |
|---------------|--|
| 14:00 - 14:30 | Meeting with Minister Bruton |
| 17:00 - 18:00 | Meeting with Minister Bruton and Chief Executive of Intel |
| 18:30 - 20:00 | Opening of the Better Business Show by the Taoiseach (SFA event) |

Wednesday, 18 April, 2012

| | |
|---------------|-----------------------------|
| 09:00 - 10:30 | Secretaries General Meeting |
|---------------|-----------------------------|

| | |
|---------------|---|
| 10:30 - 11:30 | Meeting with Director, Deloitte Restructuring Services |
| 14:00 - 15:00 | Donal Balfe - Vice President Covidien and Alma Byrne - Director of Government Affairs for Ireland |

Thursday, 19 April, 2012

| | |
|-------------|---------------------|
| - All Day - | Private Appointment |
|-------------|---------------------|

Friday, 20 April, 2012

| | |
|---------------|---|
| 10:00 - 12:00 | NESC |
| 12:00 - 13:00 | Meeting with UK Minister for Europe |
| 14:00 - 17:00 | Meeting with Minister Bruton and Enterprise Ireland |

Monday, 23 April, 2012

| | |
|-------------|-----------------|
| - All Day - | ODCE Interviews |
|-------------|-----------------|

Tuesday, 24 April, 2012

| | |
|---------------|--|
| 10:00 - 11:00 | Meeting with Assistant Secretary, Commerce, Consumer and Competition Division re Assignment of Functions |
| 11:30 - 12:00 | Ring Director of Corporate Enforcement |
| 15:30 - 16:30 | Meeting with PIAB |
| 17:00 - 18:00 | Monitoring Committee on the Action Plan for Jobs |

Wednesday, 25 April, 2012

| | |
|---------------|---|
| 09:00 - 10:00 | Secretaries General Meeting |
| 11:00 - 12:00 | Meeting with the Corporate Compliance Manager, ODCE |
| 14:00 - 14:15 | Telephone Call with Chairperson, PIAB |

| | |
|---------------|---|
| 14:30 - 15:30 | Meeting with Assistant Secretary, EU Affairs and Trade Division |
|---------------|---|

Thursday, 26 April, 2012

| | |
|---------------|---|
| 11:00 - 12:00 | Managing Partner & Head of Consulting, Deloitte |
|---------------|---|

| | |
|---------------|--------------------------|
| 14:00 - 18:00 | Management Board meeting |
|---------------|--------------------------|

Friday, 27 April, 2012

| | |
|---------------|--|
| 08:30 - 16:00 | Central Bank of Ireland Stakeholder Conference |
|---------------|--|

Sunday, 29 April, 2012

| | |
|-------------|--|
| - All Day - | US IDA Trade Mission - Flying to Boston from Dublin at 14:15 |
|-------------|--|

Monday, 30 April, 2012

| | |
|-------------|----------------------|
| - All Day - | US IDA Trade Mission |
|-------------|----------------------|

| | |
|---------------|--|
| 18:40 - 20:55 | Flight from Logan Airport for Raleigh, NC (arriving 20.55) |
|---------------|--|