

Secretary General's Diary February 2012

Wednesday, 1 February, 2012

08:45 - 09:30	Secretaries General Meeting
14:30 - 15:00	Meeting with Minister Sherlock
15:00 - 16:00	Meeting with Assistant Secretary, Corporate Services and Employment Rights & Industrial Relations Division and Personnel Officer

Thursday, 2 February, 2012

14:30 - 15:30	Meeting with Assistant Secretary, Competitiveness & Jobs Division
16:00 - 16:30	Meeting with Minister Bruton
17:30 - 18:30	Meeting with Secretary General, Department of Taoiseach

Friday, 3 February, 2012

09:00 - 12:30	Management Board Meeting
12:30 - 13:30	Chinese New Year Luncheon
19:00 - 20:00	Cork Chamber Annual Dinner

Monday, 6 February, 2012

10:45 - 11:00	Meeting with AP, Personnel Unit
11:00 - 12:00	Partnership Committee Meeting

Tuesday, 7 February, 2012

10:30 - 11:30	Meeting re ICT Sector Development
14:30 - 15:30	Meeting with Minister Bruton

16:30 - 17:30 Meeting with Director General, Science Foundation Ireland

Wednesday, 8 February, 2012

09:00 Fly to New Jersey with Minister

- All Day - EI Trade Mission, East Coast, United States

Thursday, 9 February, 2012

- All Day - EI Trade Mission, East Coast, United States

Friday, 10 February, 2012

- All Day - EI Trade Mission, East Coast, United States

20:40 Flight to Dublin

Sunday, 12 February, 2012

14:45 - 15:30 Briefing for IBEC on Action Plan on Jobs

15:30 - 16:30 Briefing for Chambers Ireland and ISME on Action Plan on Jobs

Monday, 13 February, 2012

09:00 - 10:00 Briefing ICTU on Action Plan on Jobs

10:00 - 11:00 Meeting with Assistant Secretary, EU Affairs & Trade Division

11:00 - 12:30 Briefing Ministers on Action Plan on Jobs

14:00 - 15:00 Launch of Action Plan for Jobs

Tuesday, 14 February, 2012

14:00 - 14:30 Meeting with Minister Bruton

14:30 - 15:00 Meeting with Minister Bruton and Assistant Secretary,
Competitiveness & jobs Division

Wednesday, 15 February, 2012

09:00 - 10:30 Secretaries General Meeting

11:30 - 12:30 Presentation introducing International Digital Services Centre

14:00 - 14:30 Meeting with Chief Executive, NSAI

15:00 - 16:00 Meeting with Minister Bruton re Action Plan for Jobs

17:00 - 18:30 Meeting with CEO, Enterprise Ireland

Thursday, 16 February, 2012

- All Day - Private Appointment

Friday, 17 February, 2012

10:00 - 12:00 NESC

14:30 - 16:30 Management Board Meeting

Monday, 20 February, 2012

09:30 - 12:00 Business Forum with Vice President Xi Jinping of China

15:00 - 16:00 Meeting with the Director of Corporate Services, LRC and AP,
Company Law (EU Legislation)

16:00 - 17:00 Meeting with Personnel Officer

19:30 - 21:30 Irish Venture Capital Association & European Venture Capital
Association Private Dinner

Tuesday, 21 February, 2012

12:00 - 13:00 Meeting with Assistant Secretary, Corporate Services and
Employment Rights & Industrial Relations Division

14:00 - 14:30	Meeting with Minister Bruton
15:00 - 16:00	Meeting with Chairman, Forfás
16:00 - 18:00	Monitoring Committee re Action Plan for Jobs

Wednesday, 22 February, 2012

08:45 - 09:30	Secretaries General Meeting
09:30 - 10:30	Interdepartmental Committee on the Global Irish Economic Forum
12:15 - 12:30	Meeting with Assistant Secretary, EU Affairs & Trade Division
16:45 - 17:45	Meeting with Chairman of Enterprise Ireland

Thursday, 23 February, 2012

08:00 - 11:00	Breakfast Seminar - The Biopharmaceutical Industry - Protecting investment through sustainable policy
11:00 - 12:00	Meeting with CEO, Shannon Development
12:30 - 14:00	Pathways to Work
14:45 - 15:00	Pre meeting briefing on Cloud Computing with AP, Inward Investment and North/South Unit
15:00 - 16:00	Meeting with Cloud Computing Implementation Group

Friday, 24 February, 2012

- All Day -	Secretaries General Meeting, Farmleigh
-------------	--

Monday, 27 February, 2012

15:00 - 16:00	Meeting with Assistant Secretary, Corporate Services and Employment Rights & Industrial Relations Division and AP, Personnel
---------------	--

19:00 - 22:00	Meeting with Chairman, Enterprise Ireland and CEO of Smurfit Kappa Group
---------------	--

Tuesday, 28 February, 2012

10:30 - 11:30	Meeting with Director, Deloitte Ireland
12:00 - 12:30	Meeting with PO, Management Support Unit
14:00 - 14:30	Meeting with Minister Bruton
14:45 - 15:00	Meeting with Assistant Secretary, EU Affairs & Trade Division
15:00 - 15:30	Meeting with Minister Bruton and Assistant Secretary, EU Affairs & Trade Division
18:00 - 20:00	Irish Times / InterTradeIreland Innovation Awards Ceremony

Wednesday, 29 February, 2012

09:00 - 10:30	Secretaries General Meeting
12:45 - 14:15	Meet Delegation from EU Commission re Presidency
14:30 - 15:30	Meeting with AP, Inward Investment and North/South Unit
18:00 - 21:00	Function to mark retirement of Departmental Staff