

Secretary General's Diary February 2013

Friday, 1 February, 2013

08:30 - 09:30	SPS Networking Event
10:00 - 11:00	Meeting with CEO, Enterprise Ireland
11:00 - 12:00	Meeting with Assistant Secretary, Department of Finance re Access to Finance
12:00 - 22:00	Cork Chamber Annual Dinner 2013

Monday, 4 February, 2013

12:15 - 14:00	Meeting with SFI
15:00 - 16:00	Meeting with Senior Investment Advisor, Enterprise Ireland
16:00 - 17:30	Forfás Implementation Group meeting

Tuesday, 5 February, 2013

12:45 - 14:15	Meeting with Secretary General, Department of Public Expenditure and Reform
17:00 - 18:00	Meeting with Assistant Secretary, Department of Transport, Tourism and Sport re Shannon Development / Shannon Airport

Wednesday, 6 February, 2013

09:00 - 10:30	Secretaries General Meeting
12:00 - 13:00	EI / IDA Joint Management Team

Thursday, 7 February, 2013

09:00 - 13:00	Management Board Meeting
19:30 - 23:00	Dinner – EPSCO Council

Friday, 8 February, 2013

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| 11:00 - 12:00 | Meeting with Assistant Secretary, Innovation and Investment Division and the Chief Scientific Advisor and Senior Advisor, Ministry of Foreign Affairs & Trade, New Zealand |
| 14:30 - 15:30 | Meeting with Chief Executive IAASA and Assistant Secretary, Commerce, Consumer and Competition Division |

Monday, 11 February, 2013

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| 10:00 - 11:00 | Briefing Minister for Cabinet Committee on Economic Recovery and Jobs |
| 12:30 - 14:00 | Global Irish Advisory Network Association |
| 15:40 - 16:00 | Briefing with PO, Competitiveness and Climate Change Unit |
| 16:00 - 17:00 | Cabinet Committee on Economic Infrastructure |
| 18:45 - 19:45 | Cabinet Committee on Economic Recovery and Jobs |

Tuesday, 12 February, 2013

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| 13:00 - 17:00 | Forfás Board Meeting |
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Wednesday, 13 February, 2013

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| 09:00 - 10:15 | Secretaries General Meeting |
| 10:15 - 11:30 | NSAI Conference |
| 11:30 - 12:30 | Meeting with Assistant Secretary, Corporate Services, EU Affairs & Trade Policy Division |
| 12:45 - 14:30 | Meeting with Director, Sustainable Energy Authority of Ireland |
| 15:15 - 15:30 | Meeting with Assistant Secretary, Competitiveness & Jobs Division |
| 15:30 - 16:30 | Meeting with Assistant Secretary, Corporate Services, EU Affairs & Trade Policy Division & PO, Trade Policy Unit |
| 17:45 - 18:45 | IG Group - Panel Discussion -UK's Future in Europe and Ireland's response |

Thursday, 14 February, 2013

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| 09:00 - 13:00 | Eurofound - Foundation Forum 2013 |
| 14:30 - 15:30 | Meeting with Assistant Secretary, Corporate Services, EU Affairs & Trade Policy Division, Personnel Officer, Finance Officer, AP & HEO, Finance Unit re Estimates 2013 |
| 17:45 - 19:30 | Inaugural Edward Phelan Lecture |

Friday, 15 February, 2013

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| 07:30 - 09:30 | IMI Board Meeting |
| 10:00 - 12:00 | NESC Meeting |
| 14:00 - 15:00 | Meeting with Director General, ILO |

Monday, 18 February, 2013

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| 10:00 - 10:30 | Monitoring Committee on APJ |
| 16:15 - 17:15 | Meeting with Chairman, Labour Court |

Tuesday, 19 February, 2013

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| 11:00 - 12:00 | Private Appointment |
| 12:30 - 14:00 | Meeting with Managing Director, Coillte |
| 15:00 - 16:00 | Private Appointment |

Wednesday, 20 February, 2013

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| 09:00 - 10:30 | Secretaries General Meeting |
| 11:00 - 12:00 | Departmental Council Meeting |
| 15:30 - 16:30 | Meeting with Finance Officer and AP, Finance Unit |

Thursday, 21 February, 2013

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| 11:30 - 12:30 | Meeting with Chief Executive, SFI |
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17:00 - 17:30	Meeting with IBEC and American Chambers of Commerce re APJ
17:30 - 18:00	Meeting with ISME, SFA and Chambers Ireland re APJ
18:00 - 18:30	Meeting with INOU, ICTU for APJ Briefing

Friday, 22 February, 2013

10:00 - 11:00	Launch of APJ 2013
12:00 - 13:30	Meeting with Assistant Secretary, Labour Affairs Division, Director, Workplace Relations Liaison & Reform and Personnel Officer
14:00 - 17:00	Management Board Meeting
17:00 - 18:00	Meeting with Assistant Secretary, Corporate Services, EU Affairs and Trade Policy Division and Personnel Officer re Overseas and Critical Department Posts

Monday, 25 February, 2013

- All Day -	Visit to Representatives to UN, Geneva
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Tuesday, 26 February, 2013

10:35	Flight back from Geneva
15:00 - 16:00	Forfás Integration Implementation Team Meeting
16:15 - 17:00	Monitoring Committee on APJ
17:00 - 18:00	Meeting with Vice President of European Investment Bank

Wednesday, 27 February, 2013

09:00 - 10:30	Secretaries General Meeting
14:00 - 15:30	ICT Clearing House

Thursday, 28 February, 2013

09:00 - 09:30	Personal Appointment
11:00 - 12:00	Launch - National Energy Efficiency Action Plan

15:00 - 16:00	Meeting with Regional Director Europe, Hong Kong Trade Development Council
16:00 - 17:00	Meeting with AP & HEO, Competitiveness and Climate Change Unit