

Secretary General's Diary January 2014

Wednesday, 1 January, 2014

- All Day - New Year's Day

Thursday, 2 January, 2014

10:30 - 11:15 Meeting with Personnel Officer

11:15 - 12:15 Meeting with PO of the Workplace Relations Reform Unit

Friday, 3 January, 2014

10:15 - 11:15 IDA End of Year results

14:00 - 15:00 Pre Trade mission briefing

Saturday, 4 January, 2014

- All Day - Trade Mission to Gulf

Sunday, 5 January, 2014

- All Day - Trade Mission to Gulf

Monday, 6 January, 2014

- All Day - Trade Mission to Gulf

Tuesday, 7 January, 2014

- All Day - Trade Mission to Gulf

Wednesday, 8 January, 2014

- All Day - Trade Mission to Gulf

Thursday, 9 January, 2014

- All Day - Trade Mission to Gulf

Friday, 10 January, 2014

- All Day - Trade Mission to Gulf

Monday, 13 January, 2014

11:00 - 11:30	Meeting regarding Shannon Development
11:30 - 12:30	Meeting with the Assistant Secretary of Corporate Services and EU Affairs Division and the Personnel Officer
14:00 - 15:00	Pre Management Board briefing

Tuesday, 14 January, 2014

09:30 - 12:00	Management Board
12:00 - 13:00	Briefing Minister Bruton ahead of Select Committee Meeting
13:55 - 14:00	Forfás Integration - Pre meeting briefing
14:00 - 16:00	Forfás Integration
16:00 - 17:00	Meeting with former Chief Executive of Enterprise Ireland
18:15 - 21:00	Meeting with Chairs of Department's Agencies

Wednesday, 15 January, 2014

09:00 - 11:00	Secretaries General Meeting followed by presentation on EXPO
11:00 - 12:00	Chief Operating Officer and CEO of Institute of Directors
12:00 - 13:15	Meeting with Minister Bruton

Thursday, 16 January, 2014

12:20 - 12:50	Meeting with the Assistant Secretary of the Innovation and Investment Division
13:00 - 17:00	Forfás Board Meeting
16:45 - 17:30	Conference Call with OECD

Friday, 17 January, 2014

09:30 - 10:30	Pre meeting briefing with Minister Bruton ahead of Cabinet Committee on Economic Recovery and Jobs
10:00 - 12:00	NESC
14:30 - 15:30	Meeting with Chief Executive of Forfás and the Assistant Secretary of the Innovation and Investment Division

Monday, 20 January, 2014

08:30 - 10:00	Cabinet Committee on Economic Recovery and Jobs
10:00 - 11:30	Cabinet Committee on Labour Market Issues
11:30 - 13:00	Cabinet Committee on Mortgage Arrears and Credit Availability
14:00 - 15:30	Ministerial Meeting on Pensions
16:30 - 17:00	Pre Management Board briefing
17:00 - 18:30	Cabinet Committee on Economic Infrastructure

Tuesday, 21 January, 2014

09:30 - 13:00	Management Board
16:30 - 17:30	Meeting with Department staff member re Masters Thesis

Wednesday, 22 January, 2014

08:30 - 09:30	Address to PO/AP at Strategic Development and Integration Training
09:00 - 10:30	Secretaries General Meeting
11:00 - 13:00	Meeting of Programme Delivery Group
15:15 - 16:45	Address to PO/AP at Strategic Development and Integration Training
18:00 - 19:00	Address to PO/AP at Strategic Development and Integration Training

Thursday, 23 January, 2014

11:00 - 12:00	Telephone call with Chief Executive of InjuriesBoard.ie
14:01 - 14:30	Pre meeting briefing - IBEC meeting with the Minister
16:30 - 17:30	Meeting with CSO

Friday, 24 January, 2014

10:00 - 11:00	Follow up from Gulf Trade Mission
---------------	-----------------------------------

Monday, 27 January, 2014

Tuesday, 28 January, 2014

09:30 - 11:00	Management Board
11:00 - 12:00	Pre meeting briefing Joint Oireachtas Committee Briefing on Action Plan for Jobs
13:30 - 15:30	Joint Committee on Jobs, Enterprise and Innovation
14:10 - 14:30	Pre meeting briefing
14:30 - 15:30	Meeting with Minister Bruton and Minister Hogan

Wednesday, 29 January, 2014

- All Day -	Out of Office
-------------	---------------

Thursday, 30 January, 2014

10:30 - 11:30	Meeting with Secretary General of Department of Transport, Tourism and Sport, Department of Jobs, Enterprise and Innovation officials
16:15 - 17:15	Cabinet Committee on Economic Recovery and Jobs

Friday, 31 January, 2014

- All Day -	Out of Office
-------------	---------------