

Secretary General's Diary July 2013

	Monday, 1 July, 2013
10:30 - 11:30	Meeting with Chairman of IDA
12:45 - 14:30	Meeting with Chief Executive of Chambers Ireland

	Tuesday, 2 July, 2013
09:00 - 10:00	Forfás Integration Implementation Team Meeting
14:30 - 15:00	Meeting with Minister Bruton
15:00 - 16:00	Meeting with Chairman of Shannon Development

	Wednesday, 3 July, 2013
09:00 - 10:30	Secretaries General Meeting
14:00 - 21:00	ICTU Conference, Belfast

	Thursday, 4 July, 2013
09:30 - 11:00	ICTU Conference, Belfast
15:30 - 17:00	Working Session with Department Policy Officers - Presidency
17:00 - 19:00	End of Presidency Reception with Minister Bruton

	Friday, 5 July, 2013
11:00 - 13:00	Dublin Aerospace
15:00 - 16:00	Meeting with D/Finance officials

	Monday, 8 July, 2013
09:00 - 10:00	Assistant Secretary, Corporate Services and EU Affairs Division and PO of the Finance Unit
10:30 - 11:30	Meeting with Minister Bruton

	Tuesday, 9 July, 2013
12:15 - 17:15	Forfás Audit & Board Meeting

	Wednesday, 10 July, 2013
09:00 - 10:15	Secretaries General Meeting
10:15 - 10:30	ICTU pre- meeting briefing
10:30 - 12:30	Meeting with ICTU
14:30 - 18:30	Meeting with Public Appointments Service

	Thursday, 11 July, 2013
07:45 - 08:45	Eirgrid Independent study into wider economic benefits of Grid25
09:30 - 11:00	Meeting with Assistant Secretary, Innovation and Investment

	Division
11:00 - 12:00	Pre meeting briefing for Select Committee
15:00 - 16:00	Assistant Secretary, Corporate Services and EU Affairs Division and Personnel Officer
16:00 - 17:00	Meeting with officials from the Finance Unit

	Friday, 12 July, 2013
09:00 - 13:00	Management Board Meeting
14:00 - 14:15	Telephone call with CEO, IDA
14:30 - 15:30	Meeting with Secretary General, Department of Health
16:00 - 17:00	Meeting with Personnel Officer
19:00 - 20:00	Law Society of Ireland Annual Dinner 2013

	Monday, 15 July 2013
10:00 - 12:30	Advisory Group on Global Irish Network
14:30 - 15:00	Briefing with Minister Bruton
15:30 - 16:30	Meeting with officials from Corporate Services and Enterprise Development Units
17:45 - 18:00	IFSC pre-meeting briefing
18:00 - 19:00	IFSC Meeting

	Tuesday, 16 July 2013
09:00 - 10:00	Briefing for meeting with Attorney General
13:30 - 15:00	Committee on Jobs, Enterprise and Innovation
15:30 - 17:00	Meeting with D/Education
18:00 - 22:00	Alltec Dinner

	Wednesday, 17 July 2013
09:00 - 09:30	Secretaries General Meeting
09:30 - 10:30	Global Irish Economic Forum - High Level Interdepartmental Group
11:00 - 12:00	Meeting regarding Action Plan for Jobs
12:00 - 13:00	Meeting with MA student
14:30 - 16:00	Meeting with the Attorney General
16:00 - 16:30	Meeting with Minister Bruton and officials from the Competitiveness Unit

	Thursday, 18 July 2013
09:00 - 09:30	Meeting with Officials from the Finance Unit
09:40 - 11:30	Forfas Integration - Implementation Team & Pre-meeting briefing
11:30 - 12:30	Meeting with Unions re Forfás
13:00 - 15:00	Special Government Meeting on Jobs
14:45 - 15:45	Meeting regarding Pathways to Work 2
15:00 - 15:15	Conference Call with PAS Board Members
16:00 - 18:00	Ministerial Management Board

	Friday, 19 July 2013
11:00 - 12:00	Action Plan for Jobs Quarter 2 Report Launch
14:30 - 17:00	Management Board Meeting

	Monday, 22 July 2013
All Day	Newco Steering Group, Shannon

	Tuesday, 23 July 2013
08:00 - 12:30	EI Preliminary Interviews

	Wednesday, 24 July 2013
08:00 - 19:00	EI Preliminary Interviews

	Thursday, 25 July 2013
All Day	Annual Leave

	Friday, 26 July 2013
All Day	Annual Leave

	Monday, 29 July 2013
All Day	Annual Leave

	Tuesday, 30 July 2013
All Day	Annual Leave

	Wednesday, 31 July 2013
All Day	Annual Leave