

Secretary General's Diary June 2012

Friday, 1 June, 2012

09:30 - 13:30	Management Board Meeting
14:30 - 15:00	Meeting with CEO, Enterprise Ireland & Secretary General, D/Agriculture
15:20 - 16:20	Forfas Implementation Team Meeting
16:30 - 17:30	Meeting with US Deputy Assistant Secretary for State

Monday, 4 June, 2012

- All Day -	Public Holiday
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Tuesday, 5 June, 2012

10:30 - 11:30	Meeting with Founder and Executive Chairman, Dublin Aerospace
12:00 - 12:30	Meeting with former Dublin City Manager re Shannon Development
12:45 - 14:00	PO, Permanent Mission of Ireland to the UN, Geneva
13:55 - 14:00	Meeting with Assistant Secretary, Competition and Jobs Division and PO, SME Unit
14:00 - 14:30	Meeting with Minister Bruton
15:15 - 15:30	Telephone conversation with Assistant Secretary, Labour Affairs Division
16:00 - 17:00	First Meeting of Shannon Development / Shannon Airport merger Steering Group
17:00 - 18:00	Meeting on Fiscal Stimulus Issues

Wednesday, 6 June, 2012

09:00 - 10:30	Secretaries General Meeting
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14:00 - 14:30	Meeting with Minister Bruton and Chairperson - Expert Group on Future Skills Needs
15:00 - 15:30	Meeting with Minister Bruton and CEO, AIB
18:00 - 20:00	Reception for the Embassy of the United States 2012 Conference & Luncheon

Thursday, 7 June, 2012

08:30 - 10:30	IFSC Clearing House Meeting
11:40 - 12:00	Pre meeting on Monitoring Committee on Action Plan for Jobs
12:00 - 13:30	Monitoring Committee on Action Plan for Jobs
14:30 - 16:30	Senior Officials Group on ERJ

Friday, 8 June, 2012

09:00 - 12:00	Management Board Meeting
12:00 - 13:00	Senior Management to discuss Action Plan for Jobs Q2 deliverables
14:30 - 15:30	Meeting with Professor of Economics, TCD re MSc (Econ) Programme

Monday, 11 June, 2012

08:00 - 13:30	Meeting with founding members of FUSE
15:30 - 16:00	Meeting with CEO, Enterprise Ireland & Secretary General, D/Agriculture
17:30 - 18:30	Meeting with Chief Executive, UK Trade and Investment, Permanent Secretary at the Department of Business, Innovation and Skills UK, Assistant Secretary, EU Affairs and Trade Division and PO, EU Affairs/Internal Market

Tuesday, 12 June, 2012

08:00 - 09:30	Breakfast meeting in Enterprise Ireland with British Ambassador
11:30 - 13:00	Meeting with Assistant Secretary Labour Affairs Division
13:45 - 14:00	Meeting with Assistant Secretary, Competitiveness and Jobs Division and PO, Competitiveness Unit to brief ahead of meeting with Minister
14:00 - 14:30	Meeting with Minister Bruton
15:30 - 17:00	Chinese State Assets Supervision and Administration Commission

Wednesday, 13 June, 2012

07:45 - 12:00	Enterprise Ireland Board Meeting
14:30 - 15:30	Meeting with Secretary General, Department of Education and Skills
17:30 - 18:30	Meeting with PO, Competitiveness Unit - brief ahead of Cabinet Committee meeting
19:30 - 20:30	Cabinet Committee on Economic Infrastructure

Thursday, 14 June, 2012

08:00 - 10:30	Ministerial Management Board Meeting
14:45 - 15:30	Pre Cabinet Committee Briefing
15:30 - 17:00	Cabinet Committee on Economic Recovery and Jobs
17:00 - 18:00	IDA Agency Output Meeting

Friday, 15 June, 2012

10:00 - 12:00	NESC
11:00 - 12:30	North South Meeting

14:00 - 17:00 Management Board Meeting

Monday, 18 June, 2012

- All Day - Annual Leave

Tuesday, 19 June, 2012

- All Day - Annual Leave

Wednesday, 20 June, 2012

- All Day - Annual Leave

Thursday, 21 June, 2012

- All Day - Annual Leave

Friday, 22 June, 2012

- All Day - Annual Leave

Monday, 25 June, 2012

10:00 - 11:00 Meeting with Personnel Officer

Tuesday, 26 June, 2012

11:00 - 12:00 Personal Appointment

12:45 - 13:45 Meeting with Finance Officer and AP, Finance Unit

14:00 - 14:30 Meeting with Minister Bruton

16:00 - 17:00 Meeting with Secretary General to the President, Global Irish
Economic Forum

Wednesday, 27 June, 2012

09:00 - 10:30	Secretaries General Meeting
11:30 - 12:30	Launch of Enterprise Ireland's Annual Report
15:30 - 16:00	Phonecall to Chair of the Labour Relations Commission

Thursday, 28 June, 2012

10:00 - 13:00	Visit to DCU
14:30 - 17:30	Management Board Meeting

Friday, 29 June, 2012

08:30 - 10:00	SPS Networking Event - Education Reform - A Challenge for the 21st Century
10:30 - 12:30	Shannon Airport/Shannon Development Steering Group
14:30 - 15:30	Meeting with SFI
16:00 - 17:30	Forfás Integration Implementation Team Meeting

Saturday, 30 June, 2012

- All Day -	Trade Mission to France
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