

Secretary General's Diary November 2012

Thursday, 1 November, 2012

09:00 - 10:00	Secretaries General Meeting
11:30 - 12:00	Meeting re Action Plan for Jobs
12:00 - 13:00	Meeting with Oxygen Finance in Department of Finance
13:00 - 14:30	Private Appointment
14:30 - 15:30	Shannon Steering Group Meeting
16:30 - 17:00	Meeting with Minister Bruton and Shannon Taskforce Heads
17:00 - 18:00	Meeting with Assistant Secretary, Corporate Services, EU Affairs & Trade Policy Division
18:00 - 18:30	Meeting with Minister Bruton and Chief Executive, Labour Relations Commission

Friday, 2 November, 2012

09:00 - 11:00	Bi lateral meeting with Department of Education & Skills
10:30 - 11:30	Meeting with PO, Trade Policy Unit
12:30 - 15:00	SFA Annual Lunch
15:00 - 16:00	Management Board Meeting

Sunday, 4 November, 2012

- All Day -	Small Advanced Economies Initiative – Flight to New Zealand
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Monday, 5 November, 2012

- All Day -	Small Advanced Economies Initiative, New Zealand
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Tuesday, 6 November, 2012

- All Day - Small Advanced Economies Initiative, New Zealand

Wednesday, 7 November, 2012

- All Day - Small Advanced Economies Initiative, New Zealand

Thursday, 8 November, 2012

- All Day - Small Advanced Economies Initiative, New Zealand

Friday, 9 November, 2012

- All Day - Small Advanced Economies Initiative, New Zealand

Saturday, 10 November, 2012

- All Day - Small Advanced Economies Initiative, New Zealand

Sunday, 11 November, 2012

- All Day - Small Advanced Economies Initiative, New Zealand

Monday, 12 November, 2012

- All Day - Annual Leave

Tuesday, 13 November, 2012

12:30 - 14:00 Shannon Development / Shannon Airport merger Steering Group Meeting

14:15 - 14:30 Meeting with Chief Executive, Forfás

14:30 - 16:00 Forfás Integration Implementation Team Meeting

16:00 - 17:00 Monitoring Committee on the Action Plan for Jobs

Wednesday, 14 November, 2012

09:00 - 10:30	Secretaries General Meeting
11:00 - 12:00	Shared Services Steering Board Meeting
12:30 - 13:00	Meeting with Finance Officer and AP, Finance Unit
14:00 - 18:00	Management Board Meeting

Thursday, 15 November, 2012

- All Day -	Secretaries General and Permanent Secretaries Meeting, UK
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Friday, 16 November, 2012

- All Day -	Secretaries General and Permanent Secretaries Meeting, UK
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Monday, 19 November, 2012

09:30 - 11:00	Meeting with PO and AP, Inward Investment & North/South Unit
13:00 - 13:30	Meeting with Assistant Secretary, Corporate Services, EU Affairs & Trade Policy Division and Personnel Officer
14:30 - 16:30	Shannon Development / Shannon Airport merger Steering Group Meeting
16:45 - 17:45	Meeting with Chief Executive, InterTrade Ireland

Tuesday, 20 November, 2012

08:30 - 12:00	Forfás Board Meeting
12:00 - 13:00	Meeting re Pay and Industrial Relations Policy, Department of Public Expenditure & Reform
14:30 - 15:30	Meeting with Assistant Secretary, Labour Affairs Division and Director, Workplace Relations Reform

15:45 - 16:45 Meeting with CEO, Health & Safety Authority

Wednesday, 21 November, 2012

09:00 - 10:30 Secretaries General Meeting
10:30 - 11:00 Photos for EU Presidency
11:00 - 13:00 Ministerial Management Board Meeting
13:45 - 14:30 Meeting with IDA
14:30 - 15:30 Meeting with Dublin Chamber of Commerce

Thursday, 22 November, 2012

08:30 - 09:30 IFSC CHG Meeting
12:00 - 13:00 Meeting with the Ambassador of Austria
14:30 - 16:30 Forfás Integration Implementation Team Meeting
17:00 - 18:00 Interdenominational Service for Retired Civil Servants
18:30 - 19:30 Meeting with Chief Executive, IDA re Forfás non-policy functions

Friday, 23 November, 2012

09:00 - 17:00 IIEA Conference

Monday, 26 November, 2012

11:30 - 13:00 Partnership Committee Meeting
14:10 - 14:30 Pre meeting briefing with Chief Executive, NSAI
14:30 - 16:00 Meeting with Chief Executive, NSAI re Forfás non-policy functions
16:00 - 17:00 Meeting with Secretary General, Department of Finance

Tuesday, 27 November, 2012

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| 14:15 - 15:15 | Admittance Ceremony for President Higgins, Royal Irish Academy |
| 16:00 - 17:00 | Meeting with PO, Industrial Relations |

Wednesday, 28 November, 2012

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| 08:00 - 09:00 | Meeting with Secretary General, Department of Transport, Tourism & Sport |
| 09:00 - 10:30 | Secretaries General Meeting |
| 11:00 - 13:00 | Departmental Council for Forfás Integration Update |
| 19:30 - 22:00 | Dinner with British Ambassador to Ireland and Minister of State for Northern Ireland |

Thursday, 29 November, 2012

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| 08:30 - 09:30 | Launch of Institute of Physics Report on Physics and the Irish Economy |
| 11:30 - 12:30 | Meeting with CEO, Enterprise Ireland re Forfás non-policy functions |
| 15:30 - 16:00 | Pre meeting with Assistant Secretary, Competitiveness and Jobs Division and Director General of the IVCA |
| 16:00 - 17:00 | Meeting with Secretary General of the EVCA |
| 18:00 - 19:00 | Irish Craft Portfolio Exhibition |
| 19:00 - 20:00 | Directors General for Industrial Relations, EU Presidency Dinner, Dublin Castle |

Friday, 30 November, 2012

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| 11:30 - 13:00 | Seminar on Behavioural Economics, Government Buildings |
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16:00 - 17:00

Meeting with Chief Executive, SFI re Forfás non-policy functions