

Secretary General's Diary October 2013

Tuesday, 1 October, 2013

09:30 - 10:00	Training Initiative for Staff Managing People
10:30 - 11:30	Meeting with the Chairman of IDA
15:45 - 16:30	Meeting with Assistant Secretary of the Innovation and Investment Division
16:45 - 17:30	Meeting regarding Management Board
18:00	Retirement Function for Mr Michael Howard (Secretary General at the Department of Defence)

Wednesday, 2 October, 2013

09:00 - 10:30	Secretaries General Meeting
10:00 - 11:00	Shared Services Steering Group Meeting
12:00 - 13:00	Telephone call with Dr Tim McTiernan, President and Vice-Chancellor of the University of Ontario Institute of Technology (UOIT)
14:00 - 18:00	Management Board

Thursday, 3 October, 2013

10:00 - 11:00	Meeting with PhD Student
11:30 - 13:00	Meeting regarding Workplace Relations Reform Project
12:00 - 12:45	Legislation Committee Meeting - Department of the Taoiseach
14:00 - 18:05	Pre GIEF Forum Briefings

Friday, 4 October, 2013

- All Day -	Global Irish Economic Forum
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Saturday, 5 October, 2013

- All Day -	Global Irish Economic Forum
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Monday, 7 October, 2013

10:30 - 11:30	Meeting with Global Irish Network Representative of Canada
14:30 - 16:30	NewCo Steering Group Meeting

Tuesday, 8 October, 2013

09:45 - 10:45	PIAB Liaison meeting
11:00 - 12:00	Meeting with Mr Stuart Dwyer, Chargé d'Affaires, US Embassy
12:00 - 12:30	Meeting with Assistant Secretary of the Innovation and Investment Division
13:00 - 16:30	Forfas Board Meeting
16:30 - 18:30	Advisory Group of Secretaries General (on Public Sector Reform)

Wednesday, 9 October, 2013

08:30 - 09:00	Meeting with Chairman of OPW, Secretary General at the Department of Arts, Heritage and the Gaeltacht and Secretary General at the Department of Education Skills
09:00 - 10:30	Secretaries General Meeting
11:15 - 12:15	Meeting regarding estimates
14:00 - 14:30	Meeting with the Department's Legal Advisor and Advisory Counsel at Office of the Attorney General
14:30 - 17:30	Meeting with Assistant Secretaries

Thursday, 10 October, 2013

11:15 - 13:00	IBEC HR Leadership Conference - Prof Rosabeth Moss Kanter Masterclass at 11.15 and interactive discussion at 14.15
15:00 - 16:00	Telephone Call with CEO of PIAB
16:30 - 17:30	Meeting with Assistant Secretary of the Competitiveness and Jobs Division
18:00 - 23:00	Dublin Chamber of Commerce Annual Dinner

Friday, 11 October, 2013

10:00 - 13:00	Meeting with members of Management Board
15:00 - 15:30	Telephone call with Department Manager from Forfás

Monday, 14 October, 2013

08:00 - 09:00	Breakfast meeting with member of ICT Clearing House
10:00 - 10:30	Meeting with the CEO of Forfás
11:00 - 11:30	Pre meeting briefing
11:30 - 12:30	Meeting with Minister Bruton
12:30 - 14:00	Eddie Shaw

Tuesday, 15 October, 2013

09:00 - 10:20	Government, IBEC, ICTU group meeting regarding Dublin Bus issues
14:00 - 14:30	Pre Management Board meeting
14:30 - 15:00	Meeting with the Assistant Secretary of Corporate Services and EU Affairs Division and the Personnel Officer
14:30 - 17:00	Budget Statement

Wednesday, 16 October, 2013

09:00 - 10:30	Secretaries General Meeting
11:00 - 12:00	Meeting with the Assistant Secretary of the Commerce, Consumer and Competition Division and the CEO of PIAB
13:00 - 14:00	Meeting with Mr Neil Pakey, CEO of Shannon Development
14:30 - 15:30	Meeting with the Ambassador of India
15:30 - 17:30	Ministerial Management Board

Thursday, 17 October, 2013

13:15 - 13:30	Meeting with Secretary General, Department of Taoiseach and Chief Whip
14:30 - 16:30	ICT Ireland Clearing House

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| 16:30 - 17:30 | Meeting with the Assistant Secretary of Corporate Services and EU Affairs Division and the Personnel Officer |
| 18:30 - 22:00 | ISE Dinner in recognition of the work of Enterprise Ireland |

Friday, 18 October, 2013

All day	Out of Office
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Monday, 21 October, 2013

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| 09:00 - 09:45 | Pre meeting Cabinet Committee on Economic Recovery and Jobs |
| 11:30 - 13:00 | Cabinet Committee on Economic Recovery and Jobs |
| 12:30 - 13:30 | Cabinet Committee on Mortgage Arrears and Credit Availability |

Tuesday, 22 October, 2013

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| 09:30 - 10:00 | Training Initiative for Staff Managing People |
| 14:30 - 15:30 | IDA Ministerial Bilateral |

Wednesday, 23 October, 2013

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| 09:00 - 10:00 | Secretaries General Meeting |
| 10:15 - 11:15 | Meeting with Director of the Insolvency Service of Ireland |
| 11:30 - 12:30 | Meeting with Insurance Ireland |
| 17:00 - 18:00 | Briefing Session regarding Cabinet Committee on EU Affairs |
| 19:30 - 20:45 | Cabinet Committee on EU Affairs |

Thursday, 24 October, 2013

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| 08:30 - 10:00 | IFSC Clearing House Group |
| 11:00 - 12:00 | Meeting with AP from Management Support Unit |
| 12:40 - 13:00 | Telephone Call with CEO of IDA |
| 15:00 - 16:00 | Feasibility study on Financial Management Shared Services for Government Departments |

16:30 - 17:30	Pre Management Board meeting
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Friday, 25 October, 2013

09:00 - 13:00	Management Board
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14:00 - 15:00	Meeting with D/CENR
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Sunday, 27 October, 2013

All day	IDA Trade Mission to East Coast, USA
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Monday, 28 October, 2013

All day	IDA Trade Mission to East Coast, USA
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Tuesday, 29 October, 2013

All day IDA Trade Mission to East Coast, USA

Wednesday, 30 October, 2013

All day	IDA Trade Mission to East Coast, USA
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Thursday, 31 October, 2013

All day	IDA Trade Mission to East Coast, USA
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