

2 January 2017 - 8 January 2017

January 2017							February 2017						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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2	3	4	5	6	7	8	6	7	8	9	10	11	12
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23	24	25	26	27	28	29	27	28					
30	31												

2 January

Public Holiday

3 January

09:00 - 12:00 Memorial Service Michel Deon (Tynagh, Galway)

4 January

- 10:00 - 10:30 Ambassador to PMUN
- 11:00 - 12:00 Leuven Institute for Ireland in Europe

5 January

- 09:30 - 10:00 Consul General to Texas
- 10:00 - 10:30 Ambassador to Finland
- 10:30 - 11:30 New York Irish Centre meeting
- 12:00 - 12:30 Maureen Murphy
- 13:00 - 13:30 Minister Flanagan
- 14:00 - 14:30 Director, Strategy & Performance

6 January

- 09:00 - 09:30 Ambassador to Belgium
- 10:00 - 10:30 Biweekly Departmental Coordination Meeting (SG's Ante Room) - Burgess Niall HQ-SEC GEN
- 11:00 - 11:30 Ambassador to Italy

7 January

8 January

9 January 2017 - 15 January 2017

January 2017

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23	24	25	26	27	28	29
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27	28					

9 January

00:00 MB Away Day (Kilkenny Castle) →

10 January

← 00:00 MB Away Day (Kilkenny Castle)

11 January

- 08:30 - 09:00 Ambassador to Sweden
- 09:15 - 16:30 Brexit meeting with EU 6 HoMs (SG's Ante Room) - Burgess Niall HQ-SEC GEN
- 12:30 - 14:30 Lunch for New Zealand FM (Iveagh House)
- 17:00 - 17:30 Ambassador to Korea
- 17:30 - 18:00 Outgoing Ambassador to The Hague

12 January

- 10:00 - 10:30 Chief of Protocol
- 10:30 - 11:00 Phone Call: Ambassador to UN, Geneva
- 12:30 - 13:30 Maureen Murphy
- 16:00 Africa HoMs Meeting (Limerick) →

13 January

- ← 12:30 Africa HoMs Meeting (Limerick)
- 14:00 - 15:00 Minister Flanagan

14 January

15 January

16 January 2017 - 22 January 2017

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16 January

- 12:30 - 13:00 Ambassador to India
- 14:00 - 15:00 Internal Communications Update - Popplewell Chiara HQ-COMMS UNIT
- 15:30 - 15:45 Director, Communications Unit

17 January

- 11:30 - 13:00 DG, Irish Abroad
- 14:30 - 15:00 Director - Security, Compliance & Co-ordination
- 15:15 - 15:30 DG, Political Division, DG, ENP Division
- 15:45 - 16:15 Director, CSD

18 January

- 11:00 - 12:00 Funeral Mass for Dermot Gallagher (Holy Trinity Church, Ratoath)

19 January

- 10:00 - 10:30 Minister Flanagan
- 10:30 - 11:00 Director, DCD Policy Unit - Burgess Niall HQ-SEC GEN
- 11:30 - 12:00 Polish Deputy First Minister
- 12:00 - 13:00 Phone Call: Ambassador to Italy
- 14:30 - 15:30 Phone Call: SG to President
- 14:45 - Phone Call: Director, Policy Planning Unit
- 15:15 - 15:30 Phone Call: Ambassador to Argentina
- 15:30 - 16:00 PSM
- 16:00 - 16:30 SG, DJEI

20 January

- 09:00 - 09:30 Head of Evaluation & Audit
- 09:30 - 10:00 Meeting with New Recruits
- 10:00 - 10:30 Biweekly Departmental Coordination Meeting (SG's Ante Room) - Burgess Niall HQ-SEC GEN
- 10:30 - 11:00 Ambassador of India
- 13:30 - 14:00 Ambassador to Netherlands
- 14:30 - 15:30 Chief Financial Officer - Burgess Niall HQ-SEC GEN

21 January

- 10:00 - 11:00 Ronan Fanning Funeral (St Mary's Church, Haddington Road)

22 January

23 January 2017 - 29 January 2017

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23 January

- 10:30 - 11:00 Ambassador to OSCE
- 11:00 - 11:30 Ambassador to Luxembourg
- 12:00 - 12:30 Ambassador to China - Burgess Niall HQ-SEC GEN
- 12:45 - 14:00 Gender Equality Network (Ballroom)
- 14:30 - 14:45 Phone Call: Ambassador to Mexico
- 15:30 - 16:30 Global Fund Director
- 18:00 - 18:30 MoS Murphy

24 January

- 09:15 - 10:00 Brexit MB Group (SG Ante Room) - Burgess Niall HQ-SEC GEN
- 10:00 - 11:30 MB Meeting (SG's Ante Room)
- 15:30 - 16:30 Oral PQ Briefing with Minister (Leinster House)

25 January

- ORAL PQS
- 08:30 - 09:00 SG, Dept An Taoiseach
- 09:00 - 10:00 Weekly Heads of Department Meeting (Sycamore Room, Govt Buildings)
- 10:00 - 10:30 Induction
- 11:00 - 12:00 Head of the Ireland Strategic Investment Fund
- 12:00 - 12:30 Evaluation & Audit
- 12:45 - 13:15 DG, Global Irish Services, Director Irish Abroad Unit
- 13:15 - 14:30 MoS McHugh and Irish Abroad Unit
- 14:30 - 15:00 Director, Communications Unit

26 January

- 08:00 - 08:30 Phone call: SG, Department of Justice
- 09:30 - 10:00 Audit Committee - self evaluation (Clonmel Street)
- 11:00 - 12:00 Director, Strategy & Performance - Burgess Niall HQ-SEC GEN
- 12:45 - 14:15 IIEA Chair UK Group
- 14:30 - 14:45 Director, Irish Abroad
- 15:00 - 15:15 Phone call: Ambassador to France
- 15:30 - 16:00 DG, ENP Division
- 16:00 - 16:30 SG, IUKA Division

27 January

- 09:30 - 11:30 CSMB Meeting (Room 301, D/Taoiseach)
- 12:00 - 12:30 President General of American Irish Historical Society
- 14:00 - 14:30 Ambassador to USA (Washington)
- 15:00 - 15:30 Ambassador of New Zealand

28 January

29 January