

# 30 November 2015 - 06 December 2015

November 2015							December 2015						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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30													

## 30 November

- **14:30 - 15:00 Minister**
- **15:00 - 16:30 LCC Project Group** (Conf Room 1.02, 1st Floor, 44 Kildare Street)
- **16:30 - 17:30 Minister** (Minister's office, 44 Kildare Street)
- **19:30 - 22:30 Tourism Ireland Marketing Plans 2016 event** (MINISTER to attend) (Guinness Storehouse, Dublin)

## 01 December

- **09:30 - 10:15 Management Board meeting** (Conf Room 2.08, 2nd Floor, 44 Kildare Street) - Secretary General's Office (Transport) ↗
- **13:00 - 13:45 Post Cabinet meeting with Minister** (Minister's Office, Leinster House) ↗

## 02 December

- **07:00 - 08:30 Travel to Armagh**
- **09:30 - 11:30 NSMC Tourism Sectoral - Min Donohoe attending** (NSMC Secretariat, Armagh)
- **13:30 - 15:00 Travel from Armagh**

## 03 December

- **14:30 - 15:30 Engagement with attendees at Excellence event** (D.Castle)
- **15:30 - 17:30 3.30pm AWARDS: CS Excellence & Innovation Awards** (George's Hall, Dublin Castle)
- **16:30 - 20:30 Travel to Killarney**

## 04 December

- **09:00 - 10:30 Tourism and Sports divisional** (Exhibition space behind reception area, DTTS offices, New Road, Killarney)
- **10:30 - 11:00 Pre meeting**
- **11:00 - 13:00 CS Town Hall Renewal meeting,** (Killarney House, Killarney (near train stn), Muckcross Road)

## 05 December

## 06 December

# 07 December 2015 - 13 December 2015

December 2015							January 2016						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
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28	29	30	31					25	26	27	28	29	30

## 07 December

- **10:00 - 11:00 Public Transport Team meeting** (Secretary General's Office, 2nd Floor, 44 Kildare Street) - DOYLE Graham ☺
- **14:00 - 15:00 John Treacy (Sport Ireland)**
- **15:00 - 16:00 James Galvin, CEO, Federation of Irish Sport - courtesy call & introductory meeting** (Secretary General's Office, 2nd Floor, 44 Kildare Street)
- **16:00 - 17:00 SG Doyle & L Daly mtg A Cronin and R Gill re CIE Funding issues** (Secretary General's Office, 2nd Floor, 44 Kildare Street) - KILLIAN Kay

## 08 December

- **09:30 - 10:35 Management Board meeting** (Conf Room 2.08, 2nd Floor, 44 Kildare Street) - Secretary General's Office (Transport) ☺
- **10:00 - 12:30 Government Meeting** ☺
- **11:30 - 12:30 AHCPS mtg** (Conf Room 2.08, 2nd Floor, 44 Kildare Street) - KILLIAN Kay
- **15:00 - 16:00 Pre Transport Council / JOC Briefing** (Ministers' Office, LH) - DONOHUE Paschal
- **16:00 - 16:15 G Doyle & L Daly meeting Minister** (Ministers' Office, LH) - DONOHUE Paschal
- **20:00 - 20:30 bring passport to work Wed for Brussels Flights**

## 09 December

- **08:30 - 10:00 Post Cabinet SGs meeting (8.30 for 9am)**
- **11:10 - 11:30 pre OPW mtg: SG Doyle, F Towey & Accommodation** (Secretary General's Office, 2nd Floor, 44 Kildare Street) - KILLIAN Kay
- **11:30 - 12:30 SG Doyle mtg with C McGrath, OPW re accommodation LL (with officials)** (DTTS, Conf Room 2.08, 2nd Floor, 44 Kildare Street) - KILLIAN Kay
- **17:00 - 19:35 EI635 Dublin - Brussels**

## 10 December

- **08:00 - 20:00 Transport Council, BRUSSELS**
- **17:10 - 17:40 EI 635 Brussels - Dublin**

## 11 December

## 12 December

## 13 December

# 14 December 2015 - 20 December 2015

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28	29	30	31					25	26	27	28	29	30
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## 14 December

- **11:00 - 12:00 Bi Lateral with Dublin Bus** (Minister's Office Kildare Street) - DONOHOE Paschal
- **14:00 - 18:30 TLAC**
- **18:30 - 22:30 IAA board dinner (Minister to attend)** (Conference Centre, IAA, D'Olier Street)

## 15 December

- **09:30 - 11:10 Management Board meeting** (Conf Room 2.08, 2nd Floor, 44 Kildare Street) - Secretary General's Office (Transport) ↻
- **12:00 - 12:20 SG Doyle & Ray O'Leary - pre FMSS 16.12 discussion** (Secretary General's Office, 2nd Floor) - KILLIAN Kay
- **12:30 - 13:00 SG Doyle & D Morgan - end yr PMDS review meeting** (Secretary General's Office, 2nd Floor, 44 Kildare Street) - KILLIAN Kay
- **14:30 - 16:00 SG Doyle, D O'Keeffe & MSD/MSO mtg re MOU with DJEI** (Secretary General's Office, 2nd Floor, 44 Kildare Street) - KILLIAN Kay

## 16 December

- **08:30 - 10:00 Post Cabinet SGs meeting (8.30 for 9am)**
- **10:00 - 11:00 SG M Quinn, D.Defence** (Government Buildings, Upper Merrion Street)
- **12:00 - 13:00 SG G Doyle & DTTS mtg Financial Mgt Shared Services & National Shared Service Office, DPER;** (Secretary General G Doyle's office, 2nd Floor, DTTS, 44 Kildare Street, Dublin 2) - KILLIAN Kay
- **14:30 - 16:00 CIE MOU Steering Group Meeting** (Conf Room 1.02, 1st Floor, 44 Kildare Street) - COLLIER Joan
- **16:00 - 16:45 SG Doyle & F Towey - end year PMDS review meeting** (Secretary General's Office, 2nd Floor, 44 Kildare Street) - KILLIAN Kay
- **17:00 - 17:30 SG Doyle, F Towey & Accommodation Services staff - Georgian Block, Leeson Lane** (Meet at Reception, Leeson Lane) - KILLIAN Kay

## 17 December

- **08:30 - 09:15 SG Doyle & D O'Keeffe - end year PMDS review meeting** (Secretary General's Office, 2nd Floor, 44 Kildare Street) - KILLIAN Kay
- **09:30 - 11:00 Ministerial Management Board meeting** (Conf Room 1.02, 1st Floor, 44 Kildare Street) - KILLIAN Kay
- **11:45 - 13:15 Chairing of DTTS Partnership Committee** (VC Room 1.05, 1st Floor, 44 Kildare Street)
- **15:30 - 16:30 David Cagney, Head of HR Civil Service** (Secretary General's Office, 2nd Floor, 44 Kildare Street)

## 18 December

- **13:00 - 18:00 Annual Leave**

## 19 December

## 20 December



# 21 December 2015 - 27 December 2015

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January 2016						
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## 21 December

■ 09:00 - 17:30 Annual Leave

## 22 December

- 10:30 - 11:30 SG Doyle & L Daly mtg re Public Transport issues (Davenport Hotel)
- 11:45 - 12:30 SG Doyle & K Spratt - end yr PMDS review meeting (Secretary General's Office, 2nd Floor, 44 Kildare Street) - KILLIAN Kay
- 13:00 - 15:00 Staff Christmas Reception (Conf Room 1.02, 1st Floor, 44 Kildare Street)
- 15:15 - 16:15 D.Ed re School Transport (Conf Room 2.08, 2nd Floor, 44 Kildare Street)
- 17:00 - 18:00 SG Doyle, F Towe & Accommodation Services staff - Georgian Block, Leeson Lane (Meet at Reception Leeson Lane) - KILLIAN Kay

## 23 December

■ 12:00 - 12:30 Eamonn Brennan and Kevin Toland (SG Office) - DOYLE Graham

## 24 December

■ 09:00 - 17:00 Annual leave

## 25 December

■ Christmas Day (Ireland) - DOYLE Graham

## 26 December

■ St. Stephen's Day (Ireland) - DOYLE Graham

## 27 December

■ Christmas

# 28 December 2015 - 03 January 2016

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January 2016						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
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## 28 December

■ Bank Holiday

## 29 December

■ 00:00 Annual Leave - DOYLE Graham

## 30 December

■ Annual Leave - DOYLE Graham

## 31 December

■ 00:00 Annual Leave - DOYLE Graham

## 01 January

■ New Year's Day (Ireland) - DOYLE Graham

## 02 January

■ 00:00 Christmas

## 03 January

■ 00:00 Christmas