

From: Black Conor HQ-POLITICAL
Sent: Tuesday 25 February 2020 12:55
To: Ni Chonchuir Caoimhe NEW YORK PM <Caoimhe.NiChonchuir@dfa.ie>
Cc: Smyth Frank HQ-POLITICAL <Frank.Smyth@dfa.ie>
Subject: FW: Minister Zappone's attendance at UN CSW - 9th to 13th March

Good Morning Caoimhe,

Hope you are well, we have received an email from Minister Zappone's office asking about the logistics for CSW, I would be grateful if you could confirm that the mission will be booking accommodation for her stay in New York for CSW?

Kind regards

Conor

Conor Black

United Nations Policy

Department of Foreign Affairs and Trade | Iveagh House, 79-80 St. Stephen's Green | Dublin 2 | D02 VY53, Ireland

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From: Lisa Hughes (DCYA) <Lisa.Hughes@dcya.gov.ie>
Sent: Tuesday 25 February 2020 12:51
To: Black Conor HQ-POLITICAL <Conor.Black@dfa.ie>; Smyth Frank HQ-POLITICAL <Frank.Smyth@dfa.ie>
Cc: Lennon Sharon HQ-POLITICAL <Sharon.Lennon@dfa.ie>
Subject: RE: Minister Zappone's attendance at UN CSW - 9th to 13th March

No problem Conor.

I will send on as soon as I get them back from the Travel Officer. Can you let me know who will be making the arrangements for accommodation?

Kind regards
Lisa

Lisa Hughes

Private Secretary to Dr Katherine Zappone
Minister for Children and Youth Affairs

An Roinn Leanai agus Gnóthai Óige

Dept. of Children and Youth Affairs

Bloc 1, Plaza Míseach, 50-58 Sráid Bhagóid Íochtarach, Baile Átha Cliath 2. D02 XW14, Freepost F5055
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From: Conor.Black@dfa.ie <Conor.Black@dfa.ie>
Sent: Tuesday 25 February 2020 12:50
To: Lisa Hughes (DCYA) <Lisa.Hughes@dcya.gov.ie>; Frank.Smyth@dfa.ie
Cc: Sharon.Lennon@dfa.ie
Subject: RE: Minister Zappone's attendance at UN CSW - 9th to 13th March

Hi Lisa,

Thank you for your email, as with previous occasions I would be grateful if DCYA could provide us with quotes, for flights from Florida to New York and then to Dublin and then Dublin – New York Return for Patricia.

Once the costings have been provided we can then provide sanction and the flights can be booked by DCYA and reimbursement sought from DFAT for economy fares only.

If you have any questions, please don't hesitate to contact me.

Kind regards

Conor

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From: Lisa Hughes (DCYA) <Lisa.Hughes@dcya.gov.ie>
Sent: Tuesday 25 February 2020 12:03
To: Smyth Frank HQ-POLITICAL <Frank.Smyth@dfa.ie>
Cc: Lennon Sharon HQ-POLITICAL <Sharon.Lennon@dfa.ie>; Black Conor HQ-POLITICAL <Conor.Black@dfa.ie>
Subject: Minister Zappone's attendance at UN CSW - 9th to 13th March

Frank

Amb Byrne Nasson has asked that I get in touch with you in relation to the Minister's attendance at the Commission on the Status of Women in New York on the 9th March.

At present, we are requesting the flight quotes for the Minister to fly to Florida, via JFK for a planned personal trip, and then to return to New York on the 8th until the 13th March. Patricia Ryan will be accompanying the Minister from the 8th until the 13th. I expect we will be invoicing DFA for the cost of the flights for both the Minister and Patricia (minus the personal element, which will be reimbursed by the Minister).

With regards to the accommodation – this is usually booked through the PermRep. Can you advise if the arrangements will be made on your side?

Happy to discuss via phone if you prefer – if you discuss with the Minister this afternoon, I would appreciate if you could pass on any action needed on my part.

Kind regards
Lisa

Lisa Hughes
Private Secretary to Dr Katherine Zappone
Minister for Children and Youth Affairs

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