Our Ref: Fol/Req/ 2017/158

Date 13 September 2017

Dear Mr. Patterson,

I refer to the request which you have made under the Freedom of Information Act 2014 for access to records held by this Department, as follows:

A copy of the diary of the Irish Ambassador to Canada for the period of 1 December 2016 to 14 August 2017 inclusive.

I refer also to the acknowledgement of your request which was sent to you on 24 August 2017.

I have identified one record that falls within the scope of your request and it is listed in the schedule below. The Ambassadorial appointments diary is part of a shared electronic diary for all mission staff. Any diary entries which fall outside the scope of your request are not included in the record.

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<th>SCHEDULE</th>
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<td><strong>Record Description</strong></td>
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<td>1. Appointments diary of Ireland’s Ambassador to Canada 1 December 2016 to 14 August 2017 inclusive.</td>
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Staff at Ireland’s Embassy to Canada perform a wide range of functions in pursuit of Ireland’s foreign policy interests. These include representing and advancing government policies; economic, trade and cultural promotion; frontline consular and passport services to Irish citizens and engaging with the Irish community. From time to time there are events and commitments that would have arisen on an ad-hoc basis which may not appear in the Ambassador’s diary.

**Right of Appeal**

Should you wish to appeal this decision, you may do so in writing to the Freedom of Information Unit, Department of Foreign Affairs and Trade, 76-78 Harcourt Street, Dublin 2 or by email to foi@dfa.ie.
You should make your appeal within 4 weeks (20 working days) from the date of this notification. However, the making of a late appeal may be permitted in appropriate circumstances. The appeal will involve a complete reconsideration of the matter by a more senior member of the staff of this Department.

Yours sincerely

Laura Finlay