



**7<sup>TH</sup> INTERNATIONAL OFFICE  
PROFESSIONALS SUMMIT  
(28 June—2 July 2009)**

***"REACHING FOR THE STARS ...  
... THE SKY IS THE LIMIT"***

**(D R A F T) AGENDA**

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**DAY ONE**                      **SUNDAY, 27 June 2009**

**Continental Breakfast  
Registration**

(Evening)

**Welcome Reception**

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**DAY TWO**                      **MONDAY, 28 June 2009  
(SUMMIT DAY 1)**

**Welcome  
Opening Ceremony  
Inspiration Session  
Open Forum (General Public)**

(Morning Tea)

**Open Forum**

(Lunch)

**Open Forum**

(Afternoon Tea)

**Association Reports on Strategic Plan  
Close of Summit Day 1**

(Evening)

**Cultural Event/Dinner**

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**DAY THREE            TUESDAY, 29 June 2009  
(SUMMIT DAY 2)**

(Continental Breakfast)

**Welcome  
Bids for 2011, 2013 and 2015 International Office Professionals  
Summit**

(Morning Tea)

**Discussion Groups (1)**

(Lunch)

**Plenary Session  
Discussion Groups (2)**

(Afternoon Tea)

**Plenary – Reports from Groups  
Close of Summit Day 2**

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**DAY FOUR            WEDNESDAY, 30 June 2009  
(SUMMIT DAY 3)**

(Continental Breakfast)

**Welcome  
Discussion Groups (3)**

(Morning Tea)

**Plenary – Reports from Groups**

(Lunch)

**Plenary Session  
Review of World Strategic Plan**

(Afternoon Tea)

**Summary of Summit  
Results of Bids to Host 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> International  
Office Professionals Summits**

(Evening)

**Dinner and Awards  
Close of Summit**

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**DAY FIVE            THURSDAY, 1 July 1009**

(Continental Breakfast)

**Caribbean Association of Administrative Professionals  
(CAAP) Council Meeting XXI**

**Departure of Delegates and Participants —  
Trips/Tours/Shopping**

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**DAY SIX            FRIDAY, 2 July 2009**

**Departure of Delegates and Participants —  
Trips/Tours/Shopping**