



PAS ADMINISTRATIVE PROFESSIONALS SUMMIT 2026
Wednesday, 29th April 2026 | Manila Ballroom A & B, Marriott Hotel
“Seeing Tomorrow Through the Lens Today”

PROGRAM

TIME	DETAILS	SPEAKER
7:45 AM	Arrival of Participants & Registration Meet & Greet / Ideas Exchange	
8:30 AM	Morning Tea	
9:00 AM – 9:10 AM	Opening Ceremonies Invocation Philippine National Anthem President’s Message Acknowledgment of Participants	Luz M. De Jesus President, PAS
9:15 AM – 9:30 AM	Keynote Address “Seeing Tomorrow Through the Lens Today” Photo Opportunity	TBA
9:35 AM – 9:55 AM	Zoom Out: The Admin Role in a Future-Driven World	Roberto M. Policarpio, FPM 2015 PMAP National President
10:00 AM – 10:20 AM	Maximize Your Time, Multiply Your Impact	Jesse Francis Rebutillo, FPM 2016 PMAP National President 2019 President, Philippine Association of Professional Speakers 2011 President, PSTD
10:30 AM – 11:10 AM	Critical Thinking and Decision-Making in the Digital Age	Crissy Rollan HR & Talent Consultant Career & Life Coach Founder of Qubel
11:20 AM – 11:50 PM	Project Management: Plan. Execute. Excel.	Eva Aimable-Kolosko VP PMO/Transformation, NQX
12:00 PM – 1:00 PM	Networking Lunch	

1:15 PM – 1:30 PM	The Midday Momentum Booster	Attendees
1:40 PM – 2:20 PM	Panel Discussion: Resetting the Lens: The Future of Administrative Leadership	Moderator: Roberto M. Policarpio, FPM 2015 PMAP National President
2:20 PM – 2:40 PM	Be the Billboard: Personal Branding that Gets Attention	TBA
2:50 PM – 3:20 PM	Communication & Professional Impact: Making ideas clear, persuasive, and compelling.	TBA
3:30 PM – 3:55 PM	Wellness at Work: Turning Well-Being into a Power Skill	Dr.Toni Leachon (TBC)
4:00 PM – 4:15 PM	Closing Keynote “Focus Forward”	Julio D. Sy President, Proprietor of One World Deli and Pardon My French President, PYC Foods Corp.
4:20 PM – 4:35 PM	Awarding of Certificates of Participation	Luz M. De Jesus President, PAS and Sally Magalong Board Director, PAS
4:40 PM – 6:30 PM	<i>Cocktails</i> Administrative Professionals Day Celebration (Celebrating YOUR Achievements & Successes)	Celebrating Administrative Professionals: A Toast to Excellence Capturing The Moments Entertainment and Raffle Highlights
END OF ADMIN PRO SUMMIT		

NOTE: The organizer reserves the right to make necessary amendments to the program and speaker line up without prior notice.