

REPORT

To: IEEE Region 3 ExCom
From: IEEE Region 3 Operational Audit Committee (OAC)
Date: 2025 February 24
By: Gregg Vaughn

1 Summary

1.1 Items Needing ExCom Action

None

1.2 Items Needing ExCom Discussion

None

1.3 Events or Activities Since Last ExCom Report

Email messages to the chairs of the Section Support Committee and the Professional Activities Committee explaining the materials that need to be supplied for the audits have been sent according to the schedule referenced in the Region 3 Operations Manual.

1.4 Planned Near Future Events or Activities

None

2 Announcements

None

2.1 Section Events or Activities

2.2 Area Events or Activities

2.3 Region 3 Events or Activities

2.4 IEEE-USA Events or Activities

2.5 IEEE Events or Activities

3 Committee Report Detail

3.1 Items Needing ExCom Action

None

3.2 Items Needing ExCom Discussion

None

3.3 Events or Activities Since Last ExCom Report

Copies of the materials that have been sent to the committees to be audited are in the Appendix.

3.4 Planned Future Events or Activities

In order to perform the operational audits assigned by Director Grigorian, the following schedule has been written in accordance with the Region 3 calendar.

Month	Who	Activity
February	OAC	OAC Chair notifies Region Committees and activities to be reviewed and requests information from chair of committees being audited.
May	OAC	Chair of committees being audited deliver information to OAC Chair.
August	OAC	OAC Chair delivers the preliminary audit reports to the chairs of the committees being audited.
September	OAC	OAC Chair delivers the final audit report to the Delegate/Director.
September	OAC	The chair of the committees being audited may deliver a report to the Delegate/Director in response to the audit report.
November	Committee Chair	If reviewed by Operational Audit, respond to Final Report at ExCom
November	OAC	Complete and report Operational Audit results to SOSC, ExCom
November	OAC	Final Report on reviewed committees to Delegate/Director & reviewed entity/activity

3.5 Goals

- (1) Perform operational audit of the Professional Activities Committee.

The schedule for accomplishing this goal has been written.

- (2) Perform operational audit of the Section Support Committee.

The schedule for accomplishing this goal has been written.

Appendix

Director Grigoran has assigned two IEEE Region 3 Committees to be audited in 2025: the Section Support Committee and the Professional Activities Committee.

Here is a portion of the IEEE Region 3 Operations Manual page 8.

Review of Region Standing Committees

The Operational Audit Committee (OAC) shall review Region Standing Committees as deemed appropriate by the Committee in consultation with the Region 3 Director. See Section V's description of the Operational Audit Committee for additional information.

According to the Region 3 Operations Manual and the accompanying schedule, it is time for me to let you know that this year is your year for an audit.

Here is a portion of the schedule.

Month	Who	Activity
February	OAC	OAC Chair notifies Region Committees and activities to be reviewed and requests information from chair of committees being audited.
May	Committee Chair	Chair of committees being audited deliver information to OAC Chair.
August	OAC	OAC Chair delivers the preliminary audit reports to the chairs of the committees being audited.
September	OAC	OAC Chair delivers the final audit report to the Delegate/Director.
September	OAC	The chair of the committees being audited may deliver a report to the Delegate/Director in response to the audit report.
November	Committee Chair	If reviewed by Operational Audit, respond to Final Report at ExCom
November	OAC	Complete and report Operational Audit results to SOSOC, ExCom
November	OAC	Final Report on reviewed committees to Delegate/Director & reviewed entity/activity

As you can see, you are asked to supply information about the activities of your committee for the last 6 years (2019-2024). In order to make your work easier, I have included a list of all of the reports from your committee to the ExCom or Region Committee in the last six years. These reports are automatically included in the reference material that will be supplied to the members of the Operational Audit Committee for the purpose of documenting the activities of your committee. You do not need to send them. I may have missed some of the reports that are already a part of our archive. If so, please let me know. If you have other reports or documents that the OAC should consider, please send them to me. If they are on-line somewhere, just send me a link. If you want to organize the reports in any way or supply additional explanations or summary reports, please send them to in May 2025.

The work of your committee will be evaluated according to the responsibilities of your committee listed in the IEEE Region 3 Operations Manual.

SectionSupport

Date	Meeting	Section Support Committee Report URL
01/28/2019	ExCom	
03/18/2019	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2019-01/sectionsupport.pdf
04/14/2019	Region	
06/17/2019	ExCom	
08/19/2019	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2019-08/sectionsupport.pdf
10/21/2019	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2019-10/sectionsupport.pdf
11/18/2019	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2019-11/sectionsupport.pdf
		https://ewh.ieee.org/reg/3/excom/meetings/2019-11/yp.pdf
		https://ewh.ieee.org/reg/3/excom/meetings/2019_Fall_Webinar_Series/Projects_slides.pdf
01/27/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-01/sectionsupport.pdf
		https://ewh.ieee.org/reg/3/excom/meetings/2020-01/yp.pdf
02/17/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-02/sectionsupport.pdf
		https://ewh.ieee.org/reg/3/excom/meetings/2020-02/yp.pdf
03/15/2020	Region	
04/20/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-04/sectionsupport.pdf
		https://ewh.ieee.org/reg/3/excom/meetings/2020-04/yp.pdf
05/18/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-05/sectionsupport.pdf
06/15/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-06/sectionsupport.pdf
07/20/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-07/yp.pdf
08/17/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-08/sectionsupport.pdf
09/21/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-09/yp.pdf
10/19/2020	ExCom	
11/16/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-11/yp.pdf
12/21/2020	ExCom	
01/25/2021	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2021-01/yp.pdf
02/15/2021	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2021-02/yp.pdf
03/13/2021	Region	https://ewh.ieee.org/reg/3/excom/meetings/2021-03-March13/ssc-report.pdf
03/14/2021	Region	
04/19/2021	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2021-04/yp.pdf
05/17/2021	ExCom	
06/21/2021	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2021-06/yp.pdf
07/19/2021	ExCom	
08/16/2021	ExCom	
09/20/2021	ExCom	
10/18/2021	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2021-10/yp.pdf
11/15/2021	ExCom	
01/24/2022	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2022-01/sectionsupport.pdf
		https://ewh.ieee.org/reg/3/excom/meetings/2022-01/yp.pdf
02/21/2022	ExCom	

SectionSupport

03/21/2022 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2022-03/sectionsupport.pdf
04/03/2022 Region	https://ewh.ieee.org/reg/3/excom/meetings/2022-04-April3/sectionsupport.pdf
05/16/2022 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2022-05/sectionsupport.pdf
06/20/2022 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2022-06/sectionsupport.pdf
08/15/2022 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2022-08/sectionsupport.pdf
09/19/2022 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2022-09/sectionsupport.pdf
10/17/2022 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2022-10/sectionsupport.pdf
11/14/2022 ExCom	
01/23/2023 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2023-01/sectionsupport.pdf
02/27/2023 ExCom	
03/27/2023 ExCom	
04/16/2023 Region	
05/22/2023 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2023-05/sectionsupport.pdf
06/26/2023 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2023-06/sectionsupport.pdf
09/25/2023 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2023-09/sectionsupport.pdf
10/23/2023 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2023-10/sectionsupport.pdf
11/27/2023 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2023-11/sectionsupport.pdf
	https://ewh.ieee.org/reg/3/excom/meetings/2023-11/life.pdf
01/22/2024 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2024-01/sectionsupport.pdf
02/26/2024 ExCom	
03/22/2024 Region	https://ewh.ieee.org/reg/3/excom/meetings/2024-03-March22/fh1455.pptx
03/23/2024 Region	https://ewh.ieee.org/reg/3/excom/meetings/2024-03-March23/s1045.pptx
03/24/2024 Region	
04/22/2024 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2024-04/sectionsupport.pdf
05/28/2024 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2024-05/sectionsupport.pdf
	https://ewh.ieee.org/reg/3/excom/meetings/2024-05/yp.pdf
06/24/2024 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2024-06/sectionsupport.pdf
	https://ewh.ieee.org/reg/3/excom/meetings/2024-06/life.pdf
	https://ewh.ieee.org/reg/3/excom/meetings/2024-06/seniormember.pdf
08/26/2024 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2024-08/sectionsupport.pdf
	https://ewh.ieee.org/reg/3/excom/meetings/2024-08/seniormember.pdf
	https://ewh.ieee.org/reg/3/excom/meetings/2024-08/eac.pdf
09/23/2024 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2024-09/sectionsupport.pdf
	https://ewh.ieee.org/reg/3/excom/meetings/2024-09/life.pdf
10/28/2024 ExCom	
11/26/2024 ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2024-11/sectionsupport.pdf

ProfessionalActivities

Date	Meeting	Professional Activities Committee Report URL
01/28/2019	ExCom	
03/18/2019	ExCom	
04/14/2019	Region	
06/17/2019	ExCom	
08/19/2019	ExCom	
10/21/2019	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2019-10/pace.pdf
11/18/2019	ExCom	
01/27/2020	ExCom	
02/17/2020	ExCom	
03/15/2020	Region	
04/20/2020	ExCom	
05/18/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-05/pace.pdf
06/15/2020	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2020-06/pace.pdf
07/20/2020	ExCom	
08/17/2020	ExCom	
09/21/2020	ExCom	
10/19/2020	ExCom	
11/16/2020	ExCom	
12/21/2020	ExCom	
01/25/2021	ExCom	
02/15/2021	ExCom	
03/13/2021	Region	https://ewh.ieee.org/reg/3/excom/meetings/2021-03-March13/pandemic-projects.pdf https://ewh.ieee.org/reg/3/excom/meetings/2021-03-March13/pac.pdf
03/14/2021	Region	
04/19/2021	ExCom	
05/17/2021	ExCom	
06/21/2021	ExCom	
07/19/2021	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2021-07/prof-act-report.pdf
08/16/2021	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2021-08/prof-act.pdf
09/20/2021	ExCom	
10/18/2021	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2021-10/prof-act.pdf
11/15/2021	ExCom	
01/24/2022	ExCom	
02/21/2022	ExCom	https://ewh.ieee.org/reg/3/excom/meetings/2022-02/prof-act.pdf
03/21/2022	ExCom	
04/03/2022	Region	https://ewh.ieee.org/reg/3/excom/meetings/2022-04-April3/prof-act.pdf
05/16/2022	ExCom	
06/20/2022	ExCom	
08/15/2022	ExCom	

ProfessionalActivities

09/19/2022 ExCom
10/17/2022 ExCom
11/14/2022 ExCom
01/23/2023 ExCom
02/27/2023 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2023-02/prof-act.pdf>
03/27/2023 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2023-03/ieee-usa-ga.pdf>
04/16/2023 Region <https://ewh.ieee.org/reg/3/excom/meetings/2023-04-April16/prof-act-update.pdf>
05/22/2023 ExCom
06/26/2023 ExCom
09/25/2023 ExCom
10/23/2023 ExCom
11/27/2023 ExCom
01/22/2024 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2024-01/prof-act.pdf>
02/26/2024 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2024-02/prof-act.pdf>
03/22/2024 Region
03/23/2024 Region <https://ewh.ieee.org/reg/3/excom/meetings/2024-03-March23/s1130.pptx>
03/24/2024 Region
04/22/2024 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2024-04/prof-act.pdf>
<https://ewh.ieee.org/reg/3/excom/meetings/2024-04/ieee-usa-ga.pdf>
05/28/2024 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2024-05/prof-act-update.pdf>
06/24/2024 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2024-06/prof-act.pdf>
08/26/2024 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2024-08/prof-act.pdf>
09/23/2024 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2024-09/prof-act.pdf>
10/28/2024 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2024-10/prof-act.pdf>
11/26/2024 ExCom <https://ewh.ieee.org/reg/3/excom/meetings/2024-11/prof-act.pdf>