



IEEE Region 3 Operational Audit Committee

To: IEEE Region 3 ExCom, 27 May 2025

Operational Audit Committee: Members, 2025

- ▶ Gregg Vaughn, Chair
- ▶ Vince Socci
- ▶ Damith Wickramanayake
- ▶ Steve Kemp
- ▶ Arup Ghosh

Operational Audit Committee: Purpose

- ▶ The Operational Audit Committee (OAC) shall determine administrative and management effectiveness by performing operational reviews of other Region 3 Committees.



Operational Audit Committee: Responsibilities

▶ The Operational Audit Committee shall:

- Conduct an operational audit of one or two standing committees each year as designated by the Delegate/Director as described in Section II, Policies and Procedures: Periodic Review of Region Standing Committees.
 - The period of time to be considered in the review is the past four to six years.
 - The OAC shall delve into the effectiveness, contributions, policies, procedures, actions, composition, budget considerations, and other related aspects of the committee being reviewed.
 - The OAC shall provide a written report to the Delegate/Director giving the results of the operational audit of each committee.
- Conduct an operational audit of another Region 3 entity as designated by the Delegate/Director on an “as required” basis.

Operational Audit Committee: Schedule for 2025

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

Operational Audit Committee: Final Audit Report

- ▶ The final audit report that is delivered to the Delegate/Director will contain recommendations for the committee being audited.
- ▶ Each recommendation will be action-oriented and restricted to one issue.
- ▶ The committee being audited will prepare a response to the review, addressing each recommendation and indicating acceptance, modification, rejection, or need for guidance from the Region 3 Delegate/Director.
- ▶ The report and response will be archived for at least ten years.

Operational Audit Committee: Work So Far

- ▶ OAC has prepared lists of reports and other documents in Region 3 archives from the two committees being audited.
 - Section Support Committee, 55 documents
 - Professional Activities Committee, 24 documents
- ▶ In addition, the Professional Activities Committee has supplied 19 documents.