

To: IEEE Region 3 Executive Committee
From: IEEE Region 3 Operational Audit Committee (OAC)
Date: 23 June 2025
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Activities Since Last Report

The OAC has developed a scoring form with which to evaluate various aspects of the Section Support Committee and the Professional Activities Committee as recorded in the documents provided by each committee. The OAC Committee Chair has started the process of evaluating the documents according to the form. The form includes all of the aspects as specified in the IEEE Region 3 Operations Manual: effectiveness, contributions, policies, procedures, budget, and other.

Planned Activities

The process of evaluation will continue as per 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	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 SOSOC, ExCom
November	OAC	Final Report on reviewed committees to Delegate/Director & reviewed entity/activity

Unit Goals and Current Status

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

The operational audit is proceeding according to schedule.

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

The operational audit is proceeding according to schedule.

Action Items

None.

Discussion Items

None.

Appendix