

# Region 10 Section Report Format

(Please replace above heading with your Section name)

*\* Please use the following format to prepare and submit your Section's annual report to Region 10.*

*\* Please note that the annual reports are used to evaluate the outstanding Sections in the region and reports submitted after the announced due date will not be considered for the award. Please do not include more than 3 photographs and preferably put them on additional pages attached to the report (please delete this paragraph in your report).*

*\* Please try to limit your Section's annual report not more than 15 pages.*

## **PART A - SECTION SUMMARY**

### **A.1 Executive Summary – (Please follow the format given below)**

- Section Executive Committee Member List

Rhandley D. Cajote, Section Chair  
Edison Roxas, Section Vice-Chair  
Ira Valenzuela, Section Treasurer  
Melvin Cabatuan, Section Secretary

- Section Highlights: The Republic of Philippines section is a small section with 523 members. For the year 2019-2020, we were able to do our due diligence and submit financial reports of the section, with the help from Ms. Melody Koh, a finance officer of IEEE MGA. We were able to reconcile our bank records with the records in NetSuite, something which has not been done in the previous years. We were also able to submit our year-end reports which enabled the section to get rebates and incentives to fund the activities of the section. We have improved our operations with regards to managing our finances and promoting transparency, but there are still some things that need to be done.
- Major Events (International, National):  
In celebration of the IEEE Days, we held a webinar with Dr. Deepak Mathur (R10 Director Elect 2021) and Ms. Ewell Tan as guest speakers. We co-organised the IEEE CAS Distinguished Lecture of Prof. Gerald Sobelman of Univ. of Minnesota last Feb. 25, 2020. We co-organised a webinar of IEEE Humanitarian with Dr. Supavadee Aramvith as speaker.
- Major Chapter Activities  
co-organized webinars IEEE SPS-CAS chapter, IEEE Distinguished lecture of Prof. Gerald Sobelman  
co-organised with IEEE PES chapter webinars by Dr. Saifur Rahman from Virginia Tech. University of IEEE PES Society last Aug. 8, 2020.  
co-organised with IEEE PES Chapter the IEEE PES Distinguished lecture of Prof. Jovica Milanovich of Univ. of Manchester.
- Major Student and Affinity Group Activities  
The IEEE Philippines Student Branches organised several technology webinars organised by the different IEEE student branches from different universities during the months of October and November 2020.  
The IEEE Philippines Section YP Group organised several webinars and STEP activity  
The IEEE Philippines Section WIE Group organised a local webinar.
- Awards  
IEEE EAC Social Media Challenge Award (USD50) to Christian Enoval

### **A.2 Financial Report – (Please follow the format given below)**

- Summary (as per submitted on NetSuite)
- Any other financial activities

	A	B
	ACCT OPENING BALANCE	ENDING ACCT PER UNIT CHECKBOOK
<b>BANK ACCOUNT</b>		
112168009554	218,336.03	114,677.42

<u>Paste Dates Below (MM/DD/YYYY)</u>	<u>Paste Amounts Below (use 2 decimal places)</u>	<u>Paste Descriptions/Comments Below (Memo, Check #, Deposit #)</u>	<u>Input GL Account # Below</u>	<u>Account Description</u>
01/22/2020	31,313.34	Support to YP and payment for Retainer's fee	3.95	Bank Account Transfers
04/02/2020	(4,102.00)	YP Sponsorship for Christian Enoval	5.52	Support to Regions Expense
04/02/2020	(27,500.00)	payment for retainer's fee	5.60	Other Management & General Expenses
04/02/2020	(199,645.00)	conference sponsorship	4.50	Conference Expenses
09/07/2020	29,527.40	support to Student branch and affinity group	3.95	Bank Account Transfers
11/19/2020	(35,721.00)	student branches activities support	4.80	Student Activities Expense
11/23/2020	82,193.45	Support to SSCS and UP student branch	3.95	Bank Account Transfers
07/12/2020	20,275.20	Support to Student branches	4.80	Student Activities Expense

## **PART B - ORGANIZATIONAL ACTIVITIES**

### **B.1 Membership Development Activities**

- Total number of active members in the past 3 years.  
468 members in Dec. 2018, 497 in Dec. 2019 and 493 as of Dec. 2020.
- Summary and evidence of work done to improve the value of membership, which leads to retention and growth of members:  
We renewed our website under IEEE R10, we have a very active FB social media page where most members get information about the activities of the section. We have improved our internet as well as social media presence.

### **B.2 Chapter Activities**

- Total number of Chapters in the Section: Eight (8) chapters: Computers and Comms, PES, SSCS, SPS-CAS, CIS, SIGHT, EducSoc and RAS.
- Number of Chapters formed in the current year; IEEE RAS Chapter Philippines was formed in 2020.
- Number of active Chapters (Chapters who have reported required number of meetings during the year): three (3) active chapters who have reported meetings: EducSoc, SPS-CAS and PES
- Summary of Chapter activities (Chapter wise with attachment table/information)

Chapter	Activities
Comp and Comms	(no information)
SSCS	(no information)
CIS	(no information)
PES	Webinars: Prof.Saifur Rahman and IEEE PES DL by Jovica Milanovich
SPS-CAS	IEEE CAS DL: Prof. Gerald Sobelman
EduSoc	Webinars, meetings,
SIGHT	(no information)
RAL	(no information)

### **B.3 Professional and Continuing Education Activities**

Summary of continuing Educational activities including conferences, technical activities, training courses, and distinguished lecture programs with attachment table / information

No information available.

### **B.4 Students Activities**

- Total number of Student Branches in the Section

Five (5) student branches: UP Diliman, Mapua University, Technological Univ. of Phil., Univ. of Sto. Thomas and Dela Salle University.

- Number of Student Branches formed in the current year: Two (3): TUP and UST.
- Section level student activities (student congress, paper and other contests, awards etc) : organised webinars and technology related activities.
- Number of active Student Branches (Student Branches who have reported the required number of meetings during the year): Two (2), UP Diliman and Mapua University.
- Summary of Student Branch activities (Student Branch wise with attachment table/information) (TechEx pubmat)

The Section provided financial support to the student branches !500 USD.

The Section also provided support towards the formation of student branches in two universities in the Philippines: University of Sto. Thomas (UST), in Manila and Technological University of the Philippines in Manila.

## **B.5 Affinity Group Activities**

- Young Professional (YP): webinars about technology, advancing careers and networking
- Women In Engineering (WIE): webinars on various topics
- Life Member (LM): no information available

## **B.6 Awards & Recognition Activities**

- Award constituted by the Section
- Please list all Awards and Recognitions received by the Section, and members in the Section, from R 10 and IEEE HQ during the year

IEEE EAC Social Media Challenge Award (USD50) to Christian Enoval

## **B.7 Communication Activities (Newsletter, Home Page, E-mail etc.)**

- Newsletter (name and number of issues in the year)  
We do not have a newsletter for 2020.
- Home Page of the Section (give the URL and how often it is updated)  
<https://r10.ieee.org/philippines/>, updated maybe once a month.
- Other means of contacts with Section members including social media  
The section has a very active FB page: <https://www.facebook.com/IEEEPhilippinesSection/>

## **B.8 Industry Relations**

- Membership growth and retention:
- Activities for/with industrial members: Webinar organized by the IEEE Section co-organised with industry on “Staying Ahead in Industry 4.0 Smarter Living Trend in 2020 and Beyond, together with Infineone technologies and Electronic Product Development Center (EPDC)- DOST, Philippines.

## **B.9 Humanitarian Technology Activities**

- Humanitarian Technology related activities supported by the Section including collaboration with other OUs.  
Webinar by Dr. Supavadee Aramvith “Humanitarian Activities: Experiences and Opportunities Towards ICT4SDG”
- SIGHT Activities  
No information available.

## **B.10 Community Activities**

- IEEE Social activities (Family day, IEEE day, Engineers Week)”  
Because of the pandemic and ongoing community quarantine and lockdown, we were unable to hold any family day. We did celebrate IEEE days with a webinar.

## **PART C - OTHERS**

### **C.1 Special Events**

- Please briefly describe the importance of special events and the outcomes achieved
- Funding secured from the IEEE and external sources including sponsorships

(no special events during the year 2020)

### **C.2 Relationship with National and International Societies and Non-Government Organizations (NGO)**

- Nature of relationship and details of any formal agreement signed
- Details of joint activities
- Benefit to IEEE members (for example discounts, access to technical information etc.)
- Benefit to Section (for example help in membership development, venue facilities, cost saving etc.)

(no formal agreements have been signed yet, though they are in our list of things to do)

### **C.3 Collaboration with other IEEE Sections**

- Support extended to neighboring Sections
- Joint activities with any other Section

(no activity of this type due to the pandemic)

### **C.4 Support extended to Sub-sections & Society Chapters within the Section**

- Support extended for organising technical, educational and professional activities
- Joint activities for membership development
- Support extended for the formation of a Sub-section or transition of a Sub-section into a full Section

(no activity of this kind due to the pandemic)

### **C.5 Best Practices of your Section (which you would like to share with other Sections for the benefits of members)**

(none at the moment)

### **C.6 Problems anticipated and suggestions for solutions, if any**

The pandemic and the need to work mostly online presents some challenges on the operations of the IEEE Philippine Section. One because IEEE does not have a easily deployable meeting platform similar like Zoom, WebEx need to be set-up, and Google hangouts have some limit on the participants.

## **PART D - GOALS AND PLANS**

### **D.1 Continuation of project/activity in progress and their implementation plans**

- **Continue the practice of submitting financial reports and year-end reports to get incentives and rebates for the section**
- **Encourage increased membership from the industry**
- **Cooperate, collaborate, establish partnership and look for activities that can be done with the local professional organizations in electrical engineering (IEE), electronics and communications engineering, (IECEP) and computing (ACM Philippines).**

### **D.2 Goals and Future Plans**

- **Increase membership and visibility of the IEEE in the Philippines**
- **Establish partnership with local professional organizations**
- **Streamline the operations and formulate a good organizational structure**

### **D.3 Any innovative ideas to make IEEE more creative and value added for sustaining the membership retention and recruitment goals. (none so far)**

### **D.4 Business Plan for Sustainable Growth and Financial Stability.**

**Partner with local professional organizations such as IEE, IECEP and ACM Philippines to encourage more membership and find mutually beneficial activities.**