Internal Audit Report for
2021 IEEE R10 Financial Activities
Date: 26 February 2022

Seishi Takamura, Dr. Eng.
Chair, 2022 Internal Audit Committee
R10 Finance Auditing

- Audit committee was formed to audit the 2021 R10 finance:
  - Chair: Dr. Seishi Takamura (2019-2020 R10 Treasurer)
  - Members:
    - Mr. Deepak Mathur (2021-2022 R10 Director)
    - Prof. R B Jadeja (2021-2022 R10 Treasurer)
    - Prof. Takao Onoye (2013-2016 R10 Treasurer)
    - Prof. S M Sameer (2021-2022 R10 Secretary)
    - Prof. Lance Fung (2021-2022 R10 Director-Elect)
    - Prof. Cheon Won Choi (Seoul Section Chair)
  - Observer: Prof. Nia Kurnianingsih (2021-2022 R10 Information Management Committee Chair)

- The following summary documents were reviewed by the committee:
  - 2021 R10 NextGen Statement and Daily Report including committee/office income/expense details
  - 2021 R10 Budget Report
Audit Process

- Draft of the summary files were submitted by 2021 R10 Treasurer on 10 February 2022.
- Review, discussions and amendments were made by emails from 10 through 20 February.
- An WebEx Internal Audit Committee meeting was held on 21 February (Monday) 17:30-19:00pm (JST).
Audit Committee Meeting Resolution

- The committee:
  - Confirmed all the income and expenses are clearly and accurately reflected in the summary files.
  - Required slight corrections (see last slide) to be made within two days.

- **Motion:** 2022 R10 Internal Audit Committee accepts the audited account as the true copy for the 2021 regional financial activities. The Committee appreciates all members for their kind supports. *(Motion passed)*

- The committee thanks **Prof. R B Jadeja, 2021-2022 R10 Treasurer**, warmly for his consistent and excellent works done.
Findings(1): Analysis

- No loans (for 2022 or later) happened in 2021.
- Since COVID-19 may not subside this trend seems to continue in 2022.
- Same as 2018-2020, the Section Incentives scheme was taken in 2021.
  - In 2020, they were provided to 48 OUs (councils, sections, and subsections) totaling $108,500.
  - In 2021, they were provided to 46 OUs totaling $87,500. Most of the transfers have completed within 2021, except to Indian and Mongolian (sub)sections.
Findings(2): To be resolved before AGM2022

- Accrued (2020 to 2021) Committee expenses should be deducted from 2021 expense.

- Accrued (2021 to 2022) items should be identified (for SAI and maybe for some other committees) and accounted to 2021 expense.

- (not this time, from 2022 report) “Request received” & “request sent to HQ” dates should be included.

- e-Notice should be classified according to whether requester is IEEE or non-IEEE conference.

- Recipient section name should appear in each Section Activities Incentives item.
Thank You