

Region 8 Secretary**Ljupco Karadzinov**

In the period after the previous report I continued the regular R8 Secretary administrative duties in supporting the activities and operation of the R8 OpCom and the R8 Committee, as well as communication with the global IEEE staff. Additional tasks and responsibilities assigned to me by the R8 Director were implemented in a timely manner with high professionalism.

IEEE Region 8 OpCom Meetings

On-line monthly R8 OpCom meetings organized using the WebEx platform:

1. April R8 Op Com meeting, Monday, 11th April 2022, 15:00–17:00 CEST
2. May R8 Op Com meeting, Saturday, 21st May 2022, 10:00–13:25 CEST
3. July R8 Op Com meeting, Wednesday 6th July 2022, 18:00–21:45 CEST
4. September R8 Op Com meeting, Monday 5th September 2022, 17:00–20:00 CEST

In-person regular R8 OpCom meeting organized:

1. June R8 OpCom meeting, Saturday, 11th June, 09:00–18:40 & Sunday, 12th June 2022, 09:00–13:45; in Palermo, Italy, in conjunction with the IEEE MELECON 2022.
2. August R8 OpCom meeting, Friday, 5th August 2022, 10:00–13:00 and 15:00–18:00 Tunisian time zone, in Tunis, Tunisia, in parallel with R8 SYP 2022.

IEEE Region 8 Committee Meetings

Organization of R8 Committee meetings, together with the R8 Director Luque and R8 Treasurer Jastrzebski, including planning, venue selection, meetings rooms and social events arrangements, invitation letters, registration and reporting instructions, visas invitation letters, and all other necessary preparation activities.

1. 118th IEEE Region 8 Committee Meeting in Warsaw, Poland, Saturday 2nd April, – Sunday 3rd April 2022; with 157 invited volunteers, registered 104 in-person attendees & 30 companions, and also 55 registered for on-line participation; 37 visa letters.
2. 119th IEEE Region 8 Committee Meeting in Cairo, Egypt, Saturday 15th September, – Sunday 16th September 2022; 138 invited volunteers, registered 124 in-person attendees & 49 companions; 44 visa letters.

Venue selection visits for the organization of next R8 Committee meetings:

1. 119th IEEE Region 8 Committee Meeting Fall 2022; visit to Cairo, Egypt, 12th – 13th May 2022; with the R8 Director Luque and the R8 Treasurer Jastrzebski.
2. 120th IEEE Region 8 Committee Meeting Spring 2023; visit to Bucharest, Romania, 25th – 26th August 2022; with the R8 Director-Elect Piuri and the R8 Treasurer Jastrzebski.

IEEE Region 8 Strategy Retreat 2022

Helping the Director-Elect Vincenzo Piuri in the organization of the 2022 IEEE R8 Strategy Retreat, 10th –11th September 2022, Geneva, Switzerland: venue selection, meeting room and social events arrangements, invitation letters, registration instructions, and all other necessary preparation activities for 44 invited, 36 attended in-person with 10 companions, 8 visa invitation letters.

Scheduling WebEx meetings for the Committees of Region 8:

- R8 Industry Ambassador quarterly meetings
- IEEE R8 – Staying in direct touch with Sections/Subsections monthly meetings
- Nominations & Awards committee meetings

Other activities

- eNotices prepared and sent to R8 members for Call for Nominations, R8 Awards, IEEE President-Elect R8 Session
- Preparation of plaques for the R8 certificates of appreciation and awards