

### REGIONAL OFFICE ORDER NO. 2020-207 June 22, 2020

# CONSTITUTION OF THE COA XI EDITORIAL BOARD

In order to better organize and manage the posting or publication of data, articles and materials as well as the over-all operations of the COA XI Website, a **COA XI EDITORIAL BOARD** is hereby created composed of the Editor-in-Chief/ Editor, Associate Editors, Section Editors and Correspondents. The basic functions of the members of the Editorial Board who are primarily tasked to regulate, review and evaluate the materials, data or articles for posting in the COA XI Website in conformity with all relevant resolutions, circulars, orders or memoranda of the Commission on Audit and the laws as well as the orders, circulars and issuances of pertinent government agencies are as follows:

## **Editor-in-Chief/Editor:**

- 1. Reviews and decides the merit and eligibility of materials, data or articles for posting or publication in the COA XI Website;
- 2. Directs the over-all strategy, management and operation of the COA XI Website.

#### Associate Editors:

- 1. Recommends for publication in the COA XI Website materials, data and articles which emanate from or are written or taken from their respective Audit Sector or Support Service or as submitted by the Section Editor or by the Correspondent of the audit group, cluster or support service where the event, material, data and article originated. The Associate Editor may compose a written material;
- 2. Performs functions as maybe delegated by the Editor-in-Chief.

#### Section Editors:

- 1. Responsible for reviewing and recommending to the Associate Editor specific materials, data and articles which originate from or are written or taken from their respective audit group, cluster or support service which are submitted for posting or publication in the COA XI Website. The Section Editor may compose a written material;
- 2. Performs functions as maybe delegated by the Editor-in-Chief and the Associate Editor.

#### **Correspondents:**

- 1. Monitors, writes and gathers data, materials, events and articles from their respective areas of responsibility for submission to their Section Editors for posting or publication in the COA XI Website.
- 2. Performs functions as maybe assigned by the Editor-in-Chief, Associate Editor and the Section Editor.

#### **Board Meetings:**

Members of the Editorial Board meet thru videoconferencing once in every two months, on the first Monday of the first month, or as often when needed upon the initiative of the Editor-in-Chief to

discuss relevant matters affecting the posting or publication of data, materials and articles as well as the over-all management and operations of the COA XI Website.

# **Compensation:**

The Editorial Board receives no direct financial compensation.

Attached as Annex "A" is the Organizational Structure of the COA XI Editorial Board which forms part of this Order for ready reference.

This Order takes effect as of the date of its issuance.

ATTY. ROY L. URSAL

**Regional Director** 

