June 21, 2018

Mrs. Debra Murray  
Assist. Dir. Compliance  
University of Maryland – College Park  
Dept. of Accounting and Contracting  
2133 Chesapeake Building  
College Park, MD 20742

Dear Mrs. Murray,

The Office of Naval Research, Boston Regional Office has performed a Limited Desk Property Control System Analysis (PCSA) of the University of Maryland -College Park property control system. The PCSA, conducted between May 26, 2018 to June 21, 2018 and was performed within the guidance of Department of Defense Manual for the Performance of Contract Property Administration (DoD Instruction 4161.2-M, dated December 1991 and guidance provided by the Engineering and Systems Review Branch, Office of Naval Research.

The objective of the PCSA was to ascertain the ability of UMCP property control system to protect, preserve, account for and control Government-owned property in their custody. The PCSA included various tests and analyses of the institution's internal management controls for property management, inventory procedures, reports, disposition activities and other areas as deemed necessary to perform the PCSA.

According to ONR records, the total value of ONR administered property at the UMCP as of June 21, 2018, 2016 is $1,249,437.48. The property is distributed as follows:

<table>
<thead>
<tr>
<th>DOD</th>
<th>NASA</th>
<th>NIH</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,241,637.48</td>
<td>$7,800.00</td>
<td>$0.00</td>
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An A-133 audit was recently conducted which addressed the institution's overall property control system. The audit did not identify any findings related to the control of government titled property.

The University of UMCP Property Policies and Procedures have been reviewed for completeness and have been found to be acceptable.

The UMCP recently performed a physical inventory. The inventory was performed in accordance with their approved policies and procedures. There were no deficiencies identified during the physical inventory.

For the last property reporting period the UMCP submitted all 6 Annual Property Reports in a timely manner. The Annual Reports that were submitted for this period contained accurate information.

The UMCP as routinely requested disposition instructions within a reasonable timeframe after the property is no longer needed for its assigned project.
During the previous year, UMCP submitted their required final property reports in a timely manner.

Based upon the results of this PCSA and in the judgment of the Property Administrator, the property control system at the UMCP is rated satisfactory to protect, preserve, account for and control Government owned property.

Thank you for your assistance in this matter. If you have any questions, please contact me at (617) 753-4002.

Gregory Valenti
Property Administrator

Cc:
James Haley
ONR-ESR