



**DEPARTMENT OF THE NAVY**  
**OFFICE OF NAVAL RESEARCH**  
**BOSTON REGIONAL OFFICE**  
**495 SUMMER STREET, SUITE 627**  
**BOSTON, MA 02210-2109**

IN REPLY REFER TO:

08/27/2021

Debra Murray  
Associate Director  
University of Maryland – College Park  
Division of Sponsored Programs Accounting and Compliance  
4101 Chesapeake Building  
College Park, MD 20742

Dear Debra Murray,

The Office of Naval Research, Boston has performed a limited Property Management System Analysis (PMSA) of the University of Maryland - College Park (UMD) property management system. The PMSA, conducted on 08/27/2021 was performed in accordance with FAR and OMB requirements and within the guidance provided by the Engineering and Systems Review Branch, Office of Naval Research.

The objective of the PMSA was to ascertain the ability of UMD's property management system to protect, preserve, account for and control Government-owned property in their custody. The PMSA 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 PMSA.

According to ONR records, the total value of ONR administered property at the University of Maryland - College Park as of 08/27/2021 is \$3,612,887.08. The property is distributed as follows:

DOD	NASA
\$3,605,087.08	\$7,800.00

The FY 2019 Single Audit did not identify any findings related to the control of government titled property.

UMD Property Policies and Procedures have been reviewed for completeness and have been found to be acceptable.

UMD 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.

UMD routinely requested disposition instructions within a reasonable timeframe after the property is no longer needed for its assigned project.

During the previous year, UMD submitted their required final property reports in a timely manner.

Based upon the results of this PMSA and in the judgment of the Property Administrator, the property control system at the University of Maryland - College Park is compliant 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) 753-4776 or [Valarie.woodbury@navy.mil](mailto:Valarie.woodbury@navy.mil).

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Valarie Woodbury  
Property Administrator