



DEPARTMENT OF THE NAVY
OFFICE OF NAVAL RESEARCH
CHICAGO REGIONAL OFFICE
JOHN C. KLUCZYNSKI FEDERAL BUILDING
230 SOUTH DEARBORN STREET SUITE 380
CHICAGO IL 60604-1595

IN REPLY REFER TO

ONRCHI/KMM/alc
SSIC 4330
SER 245/12
March 31, 2020

Mr. Andrew Cascaddan
Administrative Project Coordinator
Michigan State University
426 Auditorium Road, Rm. 2
East Lansing, MI 48824-1046

Dear Mr. Cascaddan:

The Office of Naval Research, Chicago has performed a Limited Property Management System Analysis (PMSA) of the Michigan State University property control system. The PMSA, conducted on 03/31/2020 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 the Michigan State University's property control 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 Michigan State University as of 03/31/2020 is \$223.00. The property is distributed as follows:

DOD	NASA
\$0.00	\$223.00

Michigan State University Property Policies and Procedures have been reviewed for completeness and have been found to be acceptable.

Michigan State University 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 Michigan State University submitted all 3 annual property reports in a timely manner. The annual reports that were submitted for this period contained accurate information.

Michigan State University has routinely requested disposition instruction within a reasonable timeframe after the property is no longer needed for its assigned project.

During the previous year, Michigan State University 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 Michigan State University 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 Angela Carey at (312) 886-2015.

KEVIN MCCORMICK
Property Administrator

Copy to:
Ms. L. Erickson, ONRBoston
Mr. R. Gurr, ONRSanDiego
Mr. Josh Kabisch, ONRCHI
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