



October 14, 2015

MEMORANDUM FOR: Dr. Kathryn D. Sullivan
Under Secretary of Commerce for Oceans and Atmosphere
and NOAA Administrator

FROM: Richard Bachman
Assistant Inspector General for Audit

SUBJECT: Audit of NOAA Real Property Management

We are initiating an audit with the objective of assessing whether NOAA is effectively managing real property. Our audit will include reviewing management's monitoring of real property utilization, as well as its efforts toward meeting federal "Reduce the Footprint" policy requirements.

We will contact your audit liaison to schedule an entrance conference, at which time we will discuss our objectives in more detail. If you have any questions regarding this audit please contact me at (202) 482-2877 or David Sheppard, Seattle Regional Inspector General for Audit, at (206) 220-7970. We thank you in advance for your cooperation during this audit.

cc: Ellen Herbst, Chief Financial Officer and Assistant Secretary for Administration
Lisa Casias, Director for Financial Management and Deputy Chief Financial Officer
Edward Horton, Chief Administrative Officer, NOAA
Mack Cato, Director, Office of Audit and Information Management, NOAA
Francesca Ryan, Director, Real Property Management Division, NOAA