



**Association of Inspectors General
524 West 59th Street, 3532N
New York, New York 10018**

July 8, 2019

Edward L. Blansitt III, Inspector General
Montgomery County Office of the Inspector General
51 Monroe Street, Suite 802
Rockville, Maryland 20850

Dear Inspector General Blansitt:

The Association of Inspectors General (AIG) at your request performed a Peer Review of the Montgomery County Office of the Inspector General (MCOIG) processes and operations. The Peer Review Team (PRT) evaluated the work of MCOIG covering the last three years (Fiscal Years 2016, 2017, and 2018). The PRT reviewed the system of quality controls during the week of July 1, 2019, at your office 51 Monroe Street, Suite 802, Rockville, Maryland. The Peer Review assessed the work of the MCOIG for compliance with the Association of Inspectors General (AIG) *Principles and Standards for Offices of Inspector General*, the United States General Accountability Office (GAO) *Government Auditing Standards*, and the standards set by the Council of Inspectors General on Integrity and Efficiency (CIGIE). These standards are consistent with the qualitative standards under which your office has operated throughout the review period.

The PRT consisted of the following individuals:

Dr. Glenda B. Arrington, CIG, CIGE
Inspector General
Defense Media Activity
Fort Meade, Maryland
PRT Lead, AIG Peer Review for MCOIG, July 2019
AIG Executive Board Member
Association of Inspectors General

Ms. Nancy D. Edmunds, CIA
Senior Auditor
Office of the State Inspector General
Richmond, Virginia

While there are no qualifications on our opinion, observations were noted and discussed with you for opportunities to improve policies and processes. It is the conclusion of the PRT that your office has met relevant standards for the period under review.

The remainder of this letter sets forth the purpose, scope, and methodology of the Peer Review.

Purpose

The PRT conducted an independent, qualitative review of the MCOIG operations focusing on compliance with agreed-upon AIG, GAO and CIGIE standards.

Scope

The Peer Review scope covered MCOIG operations and processes, work products, and related file materials chosen from investigations and audits for Fiscal Years 2016, 2017, and 2018. Also covered in the scope was MCOIGs' compliance with procedural guides and policy manuals; staff qualifications, and professional training requirements. The PRT also reviewed MCOIG's website to include the ability to submit a Hotline Compliant. Lastly, the Peer Review assessed supervisory review and quality control over the work product, reporting of results, and the MCOIG's relationship with external stakeholders. The PRT met with an external stakeholder with whom the MCOIG frequently work and are the recipients of the MCOIG's work products.

Method

The PRT generally followed the Peer Review/Qualitative Assessment Review of MCOIG, based on the AIG, GAO and CIGIE standards. The PRT also called upon their own professional experience as senior managers of various Offices of Inspectors General and through their knowledge of familiarity with best practices within the Inspector General community. Prior to the actual on-site review, the PRT requested information from MCOIG, including but not limited to policy and procedures manuals, issued reports, and a list of external stakeholders. The PRT used this information to select the work products and related case materials.

On July 1, 2019, the PRT held an entrance conference with you and your staff to explain the Peer Review scope, methodology, limitations, and proposed schedule. Additionally, we issued our request for sample review materials. Subsequent to the meeting, the PRT performed their fieldwork through examination of the selected case files via MCOIG's website. The PRT reviewed the employees Training and Continuing Education files, and relevant policy, process manuals and procedural guides. All file requests were met fully and timely.

The PRT interviewed the MCOIG staff. The interviews were conducted in confidence and without any limitation on scope or time. Additionally, the PRT conducted an interview with the

Montgomery County Deputy Chief Administrator, an external stakeholder. The meeting between the PRT and the MCO Deputy Chief Administrator was to evaluate agency cooperation, effectiveness, and responsiveness.

On July 2, 2019, the PRT held an exit conference during which time the PRT shared its conclusion. While there are opportunities for improvement, the MCOIG met the AIG, GAO and CIGIE standards. PRT members provided you with detailed observations and opinions. These observations are detailed in a separate management letter.

We appreciate the courtesies extended to the PRT during the review. I want to thank you for the confidence placed in the Association by requesting a Peer Review of your office. Additionally, I would like to acknowledge and thank your staff for the efforts in the coordination and planning of this event and for ensuring that we were provided with the requirements to conduct a thorough review.

We look forward to your next Peer Review.

Please feel free to contact me or any member of the Peer Review Team if you have any questions.

Kind Regards,



Dr. Glenda B. Arrington, CIG, CIGE
PRT Leader, AIG Peer Review for MCOIG, July 2019
Association of Inspectors General

cc: Ms. Nancy D. Edmunds, Team Member, AIG Peer Review for MCOIG, July 2019

