



UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001

January 31, 2017

ALL AGREEMENT STATES, VERMONT, WYOMING

NOTIFICATION OF ACCEPTANCE TO THE ROOT CAUSE WORKSHOP (G-205)
COURSE (STC-17-013)

Purpose: To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC) Root Cause Workshop (G-205) course scheduled to be held April 10-14, 2017, in Chattanooga, Tennessee.

Background: The NRC provides funding to the Agreement States for training and the associated travel.

Discussion: Students selected to attend the April 10-14, 2017, Root Cause Workshop (G-205) course in Chattanooga, Tennessee, are provided in Enclosure 1. Please provide this notification to each individual from your program that has been accepted to this course. Students selected to attend this course will be paid travel and per diem by the NRC. Detailed guidance for students is provided in Enclosure 2. Please inform us of any withdrawals immediately so that individuals on the waiting list have an opportunity to attend.

If you have any questions regarding this correspondence, please contact me at (301) 415-3340 or the individual named below:

POINT OF CONTACT: Marcia Casby
TELEPHONE: (301) 415-6525

E-MAIL: Marcia.Casby@nrc.gov

/RA Paul Michalak for/

Daniel S. Collins, Director
Division of Material Safety, State, Tribal
and Rulemaking Programs
Office of Nuclear Material Safety
and Safeguards

Enclosures:

1. List of students
2. Instructions for students

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DISTRIBUTION: MSTR r/f Eric Riggs, TCC

ML17026A345

OFFICE	NMSS/MSTR/ASPB	NMSS/MSTR/ASPB	NMSS/MSTR
NAME	MCasby (via email)	PMichalak	PMichalak for DCollins
DATE	1/30/17	1/31/17	1/31/17

OFFICIAL RECORD COPY

ROOT CAUSE WORKSHOP (G-205)
April 10-14, 2017
Chattanooga, TN

STATE	PARTICIPANT
MASSACHUSETTS	Zara Rejaee
MAINE	Catherine Perham
NEBRASKA	Larry Harisis
NORTH CAROLINA	Sheila Nelson
OKLAHOMA	Jordan Caldwell
OREGON	Rama Wusirika Eric Packard
TEXAS (DSHS)	Forrest Weston Richard Lamboi
UTAH	Otis Willoughby Eric Boone
WYOMING	David Adams

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: Individuals listed in Enclosure 1 have been accepted for participation in the Root Cause Workshop (G-205) course. This course is scheduled to be presented April 10-14, 2017, at the U.S. Nuclear Regulatory Commission (NRC) Technical Training Center (TTC). Please contact Marcia Casby at 301-415-6525 immediately if you are unable to attend this course. The TTC is located at 5746 Marlin Road, Suite 200, Osborne Office Center (near Eastgate Shopping Center) Chattanooga, Tennessee 37411-5677. The facility's telephone number is (423) 855-6500.

COURSE: Please see our Web site, <http://scp.nrc.gov/training.html> for the Tentative Course Schedule and note that the course begins at 8:00 a.m. on Monday, April 10, 2017, and ends at 2:00 p.m. on Friday, April 14, 2017.

LODGING AND TRAVEL: Please plan to arrive on Sunday, April 9, 2017, and depart on Friday, April 14, 2017. If there are no suitable flights out after 2:00 p.m. on Friday, you may elect to depart on Saturday, April 15th. Students must make their own lodging and travel arrangements. If traveling by air, please contact El Sol Travel at 844-244-6694 for airline reservations, and indicate that the travel is "Invitational" for the NRC. Please select a fully refundable government fare if one is available, and make sure that El Sol Travel correctly direct bills your fare to credit card ending 2835. Flights may be converted to less costly, non-refundable tickets, so please select carefully. If the need arises and you must make a change, contact Marcia Casby at 301-415-6525.

Please complete the Travel Application Form which will be provided to you and submit to Marcia Casby, ASTrainingandtravel.Resource@nrc.gov, at your earliest opportunity, but no later than Friday, February 10. Individuals should request the Federal government rate at the hotels. The per diem for Chattanooga, Tennessee is \$100 hotel and \$64 meals and incidentals. A complimentary shuttle has been arranged for transportation between the hotel and the training center for individuals staying at the Residence Inn hotel listed below. Please contact the front desk for details upon arrival. Those students who elect to stay at an alternate hotel will be responsible for their own transportation between the hotel and the training center. If you are authorized to drive, the Federal mileage reimbursement is 53.5 cents per mile. Note that a block of rooms has been set aside for you at the Federal government rate, link provide below. If calling the hotel, please specify that your reservation is with the NRC group block.

Residence Inn Chattanooga

2340 Center Street

Chattanooga, TN 37421

Phone: 1-423-468-7700

Link to Reservations: <http://cwp.marriott.com/chahp/q205/>

DIRECT DEPOSIT: We are very pleased to be offering Direct Deposit for travel reimbursements. If you prefer this method, please complete the form located on our Web site and follow the instructions on the form. Once you have signed up for Direct Deposit, you are in the system and will not need to complete a new form unless your banking information changes. When it is time to complete your voucher for reimbursement, in the address box enter "Enrolled for Direct Deposit." If you have any questions regarding direct deposit, please contact Lindsey Hawkins at (301) 415-6268.