

March 12, 2003

ALL AGREEMENT STATES, MINNESOTA, PENNSYLVANIA, WISCONSIN

**ACCEPTANCE TO THE ROOT CAUSE/INCIDENT INVESTIGATION WORKSHOP (G-205)
(STP-03- 020)**

Enclosure 1 is the list of students from the States selected to attend the April 14-18, 2003, Root Cause/Incident Investigation Workshop (G-205). Please provide the list of students and the instructions (Enclosure 2) to each individual from your program who is on the list. States with students attending this course have agreed to pay travel expenses and where designated the tuition. To cover the tuition expense, each State should submit a purchase order or equivalent document, to the U.S. Nuclear Regulatory Commission (NRC), to the following address:

U.S. Nuclear Regulatory Commission
Attn: Leah P. Tremper
Office of the Chief Financial Officer
Mail Stop- T9E10
Washington, DC 20555

The NRC will, in turn, issue you a bill (invoice). If for any reason your attendee is unable to attend, please submit to us a written purchase order, or equivalent, to cancel, prior to the starting date of the course. Course attendees should be encouraged to make travel and lodging arrangements as soon as possible.

We ask that you inform us of any cancellations 30 days prior to the course starting date. This will assist us in ensuring that States with candidates on waiting lists have an opportunity to fill vacated slots that may open up after our course acceptance letters have been sent to you.

If you have any questions regarding this correspondence, please contact me or the individual names below.

POINT OF CONTACT: Brenda G. Usilton
TELEPHONE: (301) 415-2348

INTERNET: BGU@NRC.GOV
FAX: (301) 415-3502

Dennis M. Sollenberger for

Josephine M. Piccone, Deputy Director
Office of State and Tribal Programs

Enclosures:
As stated

STP-03-020

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OFFICE	STP		STP					
NAME	BGUsilton:gd		JMPiccone					
DATE	3/12/2003		3/12/2003					

AGREEMENT STATE STUDENT LIST FOR THE
ROOT CAUSE/INVESTIGATION WORKSHOP (G-205)

April 14-18, 2003
REGION III
LISLE, ILLINOIS

STATE	PARTICIPANT(S)	PAYING TUITION/ SPACE AVAILABLE
IOWA Bureau of Radiological Health Iowa Department of Public Health 401 S. W. 7 th St. Suite D Des Moines, IA 50309	1. Nancy Farrington	1. Paying Tuition
NEBRASKA Department of Regulation and Licensure Nebraska Health & Human Services System 301 Centennial Mall South, P.O. Box 95007 Lincoln, NE 68509-5007	1. Bryan Miller	1. Paying Tuition
TEXAS - BRC Bureau of Radiation Control Texas Department of Health 1100 West 49th Street Austin, TX 78756-3189	1. Helen Watkins	1. Paying Tuition
WISCONSIN Division of Public Health Dept. of Health and Family Services P.O. Box 2659 Madison, WI 53701-2659	1. Jason Hunt 2. Michael Mack 3. Rashid Salikhdjanov 4. Michael Welling	1. Space available 2. Space available 3. Space available 4. Space available

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the training course (G-205) "Root Cause/Incident Investigation Workshop." This course is scheduled to be presented April 14-18, 2003, at the NRC Region III - IT Training Center (3rd floor) 801 Warrenville Road, Lisle, IL 60532. Telephone (630) 829-9500.

COURSE: The course will be conducted beginning at 8:00 a.m. and end at 4:00 p.m. each day.

LODGING AND TRAVEL: You should plan to arrive on Sunday, April 13, 2003, and depart on Friday, April 18, 2003. Participants must make their own lodging and travel arrangements. Individuals should request a State or government employee rate at the hotels. There are a number of hotels in the area. Directions from O'Hare airport to Region III office are attached as Enclosure 3.

Non-NRC attendees should allow sufficient time to process through security screening upon arrival at the NRC Region III Office (check in at Suite 255). A picture ID or some other form of ID is required.

MOTELS IN THE REGION III AREA

PER DIEM RATE FOR LODGING IN REGION III AREA --- \$89.00

**Hyatt - Lisle 1400 Corporetum Drive Lisle, IL 60532 630/505-0900	Extended Stay of America 3150 Finley Road Downers Grove, IL 60515 630/810-4124	Club House Inn 630 Pasquinelli Drive Westmont, IL 630/920-2200	Hawthorn Suites 1843 W. Diehl Road Naperville, IL 630/548-0881
Residence Inn Highland Avenue Lombard, IL 60148 630/629-7800	Doubletree Hotel 2111 Butterfield Road (Rt. 56) Downers Grove, IL 60515 630/971-2000	Wyndam 3000 Warrenville Road Lisle, IL 60532 630/505-1000	Hilton - Lisle 3003 Corporate West Drive Lisle, IL 60532 630/505-0900
Suburban Lodge 2540 Ogden Avenue Downers Grove, IL 60515 630/241-4754	Holiday Inn Select 1801 North Naper Blvd. Naperville, IL 630/505-4900	Holiday Inn Express 1500 Opus Place Downers Grove, IL 60515 630/810-9500	Marriott Suites 3031 Finley Road Downers Grove, IL 60515 630/852-1500
**Extended Stay of America 445 Warrenville Road Lisle, IL 630/434-7710	Embassy Suites 707 East Butterfield Lombard, IL 60148 630/969-7500	** Only a couple of blocks from the RIII Office. Limousine Service: West Suburban Limo 630/668-9600	

DIRECTIONS FROM O'HARE AIRPORT TO NRC REGION III OFFICE

U.S. Nuclear Regulatory Commission
801 Warrenville Road
Suite 255
Lisle, IL 60532
630/829-9500

1. Get on The Tri-state Tollway (I-294) South Toward Indiana. (You Will Need Toll Money.)
2. Take The Exit For East/West Tollway (I-88) West Towards Aurora.
3. Take The Exit For Illinois 53 South (2nd Exit For I-53).
4. Immediately Move to The Left Lane And Turn Left (Eastbound) Onto Warrenville Road (Very First Light After Exiting I-88).
5. Approximately One Block **AFTER** the Second Stop Light on Warrenville Road and Immediately after the Pond on the Right, Turn Right. The Brick Entrance Has a Sign for "Arboretum Lakes."
6. Upon Entering the Complex Drive, You Will Be Facing the Parking Garage with Our Building (801 Warrenville Road) on Your Right. Because the Lower Level and Ground Level of the Parking Garage Is reserved for Tenants with Pass Keys, You Will Need to Turn Left and Proceed Around the Back of the Garage to the Ramp for the Third Level (Top Level with No Roof). Take the Stairwell Located Closest to the 801 Building and Proceed to the Lower Level or Basement Where There Is an Underground Walkway. Take the Elevator to the Nrc Region Iii Reception Area (Suite 255), Which Is on the 2nd Floor -- Lake Side of the 801 Warrenville Road Building.