

May 21, 2003

ALL AGREEMENT STATES, MINNESOTA, PENNSYLVANIA, WISCONSIN

**ACCEPTANCE TO THE TRANSPORTATION OF RADIOACTIVE MATERIALS COURSE
(H-308) (STP-03- 036)**

Enclosure 1 is the list of students from the States selected to attend the June 23-June 27, 2003 Transportation of Radioactive Materials course (H-308). Please provide the list of students and the travel instructions (Enclosure 2) to each individual from your program that is on the list. States with students attending this course have agreed to pay travel expenses, and where designed, 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 named below.

POINT OF CONTACT:	Brenda G. Usilton	INTERNET:	<u>BGU@NRC.GOV</u>
TELEPHONE	(301) 415-2348	FAX	(301) 415-3502

/RA by Scott Flanders for/

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

Enclosures:
As stated

STP-03-036

Distribution:

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Agreement State File

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OFFICE	STP	<input checked="" type="checkbox"/> E	STP:DD	<input type="checkbox"/>				
NAME	BGUsilton:gd	JMPiccone (SFlanders for)						
DATE	05/21/2003	05/21/2003						

TRANSPORTATION OF RADIOACTIVE MATERIALS COURSE (H-308)
 JUNE 23-27, 2003
 CHATTANOOGA, TN

STATE	PARTICIPANT(S)	PAYING TUITION/ SPACE AVAILABLE
ALABAMA Office of Radiation Control The Alabama Department of Public Health 201 Monroe Street, P.O. Box 303017 Montgomery, AL 36130-3017	1. Tonya Appleyard	1. Paying Tuition
ILLINOIS Illinois Department of Nuclear Safety 1035 Outer Park Drive Springfield, IL 62704	1. Kelly Grahn	1. Paying Tuition
WISCONSIN Division of Public Health Dept. of Health and Family Services P.O. Box 2659 Madison, WI 53701-2659	1. Megan Shober	1. Space Available

ENCLOSURE 1

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the training course (H-308), "Transportation of Radioactive Materials." This course is scheduled to be presented June 23-27, 2003, at the NRC Technical Training Center, 5746 Marlin Road, Suite 200, Osborne Office Center, Near Eastgate Shopping Center, Chattanooga, Tennessee 37411-5677, Telephone (423) 855-6500.

COURSE: This course will be conducted beginning at 8:00 a.m. and end at 5:00 p.m. each day except for Friday, June 27, 2003 when the class is scheduled to end at 3:00 p.m. A course outline is below. Students should bring an engineering or scientific calculator with them.

LODGING & TRAVEL: You should plan to arrive on Sunday, June 22, 2003, and depart on Friday, June 27, 2003. Participants must make their own lodging and travel arrangements. Individuals should request a State or government employee rate at the hotels. The following URL is for hotels located in the vicinity of the Technical Training Center:

<http://www-nrc-training.ornl.gov/Nrc/ttd/catalog.htm>

There is no suitable lodging within walking distance nor reliable public transportation from the hotels to the Training Center; therefore, students should coordinate with students who have cars.

Course Outline:

1. Introduction to Hazardous Materials Transportation Regulations
2. Radioactive Materials Packaging
3. Hazardous Materials Communications
4. Unusual Shipments
5. Emergency Response
6. Regulatory Actions and Historical Documents
7. Classroom Exercises
8. Miscellaneous

ENCLOSURE 2