

May 22, 2003

Mr. Robert Walker, Director
Radiation Control Program
Department of Public Health
174 Portland Street, 5th Floor
Boston, MA 02114

Dear Mr. Walker:

The purpose of this letter is to clarify meeting dates for a member of your staff, Mr. Robert Gallagher, who is representing the Organization of Agreement States and the Conference of Radiation Control Program Directors (CRCPD) as a member of the NRC Writing Team to Revise Inspection Manual Chapter 2800, "Materials Inspection Program." The Writing Team is meeting in Rockville, MD, on July 14 through 18, 2003, to prepare final versions of work products that will be effective in October 2003. Mr. Gallagher's participation is needed for that week, along with technical staff from the NRC headquarters and regional offices.

Mr. Gallagher previously attended the Writing Team meetings in Rockville, MD, on February 25 through March 1, March 25 through 29, October 7 through 11, and November 18 through 22, 2002. Mr. Gallagher traveled to the NRC Region I Office in King of Prussia, PA, on January 21, 2003, to support the refresher training for regional materials inspectors. He also attended the CRCPD annual meetings on May 6, 2002, and May 5, 2003.

NRC agreed to pay for Mr. Gallagher's travel expenses for these meetings and he should contact the Office of State and Tribal Programs [Brenda Usilton, (301) 415-2348] to make his travel arrangements.

Sincerely,

/RA/

Thomas Young, Team Leader
Rulemaking and Guidance Branch
Division of Industrial and
Medical Nuclear Safety
Office of Nuclear Material Safety
and Safeguards

cc: Brenda Usilton

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