

January 30, 2004

ALL AGREEMENT STATES, MINNESOTA, PENNSYLVANIA

TRAINING COURSE INFORMATION: ACCEPTANCE TO THE INSPECTION PROCEDURES COURSE (G-108) (STP-04-005)

Enclosure 1 is the list of students from the States selected to attend the March 28-April 2, 2004, Inspection Procedures Course (G-108). Please provide the list of students and the travel instructions (Enclosure 2) to each individual from your program who is on the list. Enclosed for your information is a tentative schedule for the G-108 course (Enclosure 3). States with students attending this course have agreed to pay travel expenses, however, there is no tuition for this course. Course attendees should be encouraged to make travel and lodging arrangements as soon as possible.

To assist us and other States, and to help ensure that States with candidates on waiting lists will have an opportunity to fill vacated slots that may open up after our course acceptance letters have been sent to you, we ask that you inform us of any cancellations 30 days prior to the course starting date.

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

POINT OF CONTACT: Brenda G. Usilton INTERNET: BGU@NRC.GOV
TELEPHONE: 301-415-2348 FAX: 301-415-3502

***/RA By Kathleen N. Schneider Acting for/
Josephine M. Piccone, Deputy Director
Office of State and Tribal Programs***

Enclosures:
As stated

INSPECTION PROCEDURES COURSE (G-108)
MARCH 29-APRIL 2, 2004
COLUMBUS, OHIO

STATE	PARTICIPANT(S)	NO TUITION COST
ARIZONA Arizona Radiation Regulatory Agency 4814 South 40th Street Phoenix, AZ 85040	Louisa Budd	
KENTUCKY Radiation Health & Toxic Agents Branch Cabinet for Health Services 275 East Main Street, Mail Stop HS-2E-D Frankfort, KY 40621-0001	Robert Gresham	
NEW HAMPSHIRE Radioactive Material Section Bureau of Radiological Health Department of Health and Human Services Health and Welfare Building 6 Hazen Drive Concord, NH 03301-6527	Debanond Chakraborty	
NEW YORK Bureau of Environmental Radiation Protection New York State Department of Health 547 River Street Troy, NY 12180-2216	Jerry Collins	
OHIO Bureau of Radiation Protection Ohio Department of Health P. O. Box 118 Columbus, OH 43266-0118	Joseph Allgeier Dwain Baer Kenneth Barnhart Jim Colleli Candace Corpus Amy Cosner Shannon Dettmer Steve Helmer Liz James Steve James David Lipp Terri McCall	
UTAH Division of Radiation Control Department of Environmental Quality 168 North 1950 West, P.O. Box 144850 Salt Lake City, UT 84114-4850	David Hogge	

STATE	PARTICIPANT(S)	NO TUITION COST
WASHINGTON Division of Radiation Protection Washington Department of Health 7171 Cleanwater Lane, Building 5 P.O. Box 47827 Olympia, WA 98504-7827	Sean Murphy	
WISCONSIN Radiation Protection Section Division of Public Health Department of Health and Family Services P.O. Box 2659 Madison, WI 53701-2659	Michael Mack Megan Shober	

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-108) "Inspection Procedures Course." This course is scheduled to be presented March 29-April 2, 2004, at 246 N. High Street, 4th Floor Conference Room, Columbus, Ohio 43216.

COURSE: This course will be conducted beginning at 8:00 a.m. and end at 5:00 p.m. each day except for Friday, April 2, 2004, when the class is scheduled to end at 12:00 noon. Enclosed is a tentative schedule for the course (Enclosure 3).

LODGING AND TRAVEL: You should plan to arrive on Sunday, March 28, 2004 and depart on Friday, April 2, 2004. Participants must make their own lodging and travel arrangements. The two hotels listed below are recommended. They have confirmed the government rate of \$75.00 per night.

Crowne Plaza
33 E. Nationwide Blvd.
Columbus, Ohio 43216
(614)-461-4100

Red Roof Inns
111 E. Nationwide Blvd.
Columbus, Ohio 43215
(614) 224-6539

Directions from Airport: Approximately 6.6 miles from airport. Take I-670 West to downtown area, take the 3rd street exit (caution: stop light comes up pretty quickly and you need to get in the far right lane - watch for on coming traffic). First stop light take a Right on to Chestnut (you are very close at this point). First stop light (T-intersection) is Chestnut and High Street. 246 North High Street is the Building at the Southeast corner of the intersection at Chestnut and High Street.

If you turn right on High St. (north) the first stop light is Nationwide Blvd. Turn right on Nationwide Blvd. and both hotels are on the right.

TENTATIVE SCHEDULE FOR INSPECTION PROCEDURES COURSE (G-108)
March 29-April 2, 2004

DAY	TIME	TOPIC	CHAPTER	PRESENTER
Monday	8:00 - 9:00	Welcome & Administration		Ricci
	9:00 - 12:00	Inspection Overview	1	Gattone
	12:00 - 1:00	Lunch		
	1:00 - 3:00	Inspection Overview (cont)	1	Gattone
	3:00 - 5:00	Casework & Exercise Assignments		Staff
Tuesday	8:00 - 11:00	Medical	6	Gattone
	11:00 - 12:00	License Termination	2	Gattone
	12:00 - 1:00	Lunch		
	1:00 - 4:00	Industrial (Irradiator, Gauges etc)	3	Cofer
	4:00 - 5:00	Miscellaneous topics		N/A
Wednesday	8:00 - 11:30	Industrial Radiography	5	Cofer
	11:30 - 12:30	Instrumentation	7	Ricci
	12:30 - 1:30	Lunch		
	1:30 - 4:30	Laboratory R&D	4	TBD
	4:30 - 5:00	Exercise Instructions		Staff
Thursday	8:00 - 12:00	Exercise	10	Staff
	12:00 - 1:00	Lunch		
	1:00 - 3:00	Exercise Debriefing & Exit Meeting		Staff
	3:00 - 5:00	Casework Review	9	Staff
Friday	8:00 - 9:00	Casework Review	9	Staff
	9:00 - 10:00	Incident Response & Reporting	8	TBD
	10:00 - 11:00	Incident Review		Ricci
	11:00 - 12:00	Final Remarks		Ricci