

March 9, 2004

ALL AGREEMENT STATES, MINNESOTA, PENNSYLVANIA

**ACCEPTANCE TO THE SAFETY ASPECTS OF INDUSTRIAL RADIOGRAPHY COURSE  
(H-305) (STP-04- 013)**

Enclosure 1 is the list of students from the States selected to attend the April 19-23, 2004 Safety Aspects of Industrial Radiography Course (H-305). 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:

Office of the Chief Financial Officer  
Attn: Leah P. Tremper  
U.S. Nuclear Regulatory Commission  
Mail Stop - T-9-E10  
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  
TELEPHONE: (301) 415-2348

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

*/RA/*

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

Enclosures:  
As stated



SAFETY ASPECTS OF INDUSTRIAL RADIOGRAPHY COURSE (H-305)  
 APRIL 19-23, 2004  
 ST. ROSE, LOUISIANA

STATE	PARTICIPANT(S)	PAYING TUITION/ SPACE AVAILABLE
<b>FLORIDA</b>  Bureau of Radiation Control Department of Health 4052 Bald Cypress Way Bin C21 Tallahassee, FL 32399-1741	Debbie Gilley	Paying Tuition
<b>KENTUCKY</b>  Radiation Health & Toxic Agents Branch Cabinet for Health Services 275 East Main Street, Mail Stop HS-2E-D Frankfort, KY 40621-0001	Matt McKinley	Paying Tuition
<b>LOUISIANA</b>  Permits Division Office of Environmental Services 602 N. 5 <sup>th</sup> Street, P. O. Box 4313 Baton Rouge, LA 70821-4313	Richard Blackwell Mary Haik Jason Roy	Paying Tuition
<b>NEW HAMPSHIRE</b>  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	Paying Tuition
<b>MINNESOTA</b>  Section of Asbestos, Indoor Air, Lead and Radiation Division of Environmental Health Minnesota Department of Health 121 E. Seventh Place, Suite 220, P.O. Box 64975 St. Paul, MN 55164-0975	John Goepferd	Paying Tuition
<b>RHODE ISLAND</b>  Division of Occupational and Radiological Health Rhode Island Department of Health 3 Capitol Hill, Room 206 Providence, RI 02908-5097	Charma (Clay) Waring	Space Available
<b>TEXAS - BRC</b>  Bureau of Radiation Control Texas Department of Health 1100 West 49th Street Austin, TX 78756-3189	James Ogden	Paying Tuition
<b>UTAH</b>  Division of Radiation Control Department of Environmental Quality 168 North 1950 West, P.O. Box 144850 Salt Lake City, UT 84114-4850	David Hogge	Paying Tuition
<b>WASHINGTON</b>  Division of Public Health Department of Health and Family Services P.O. Box 2659 Madison, WI 53701-2659	Pamela Walsh	Paying Tuition
<b>WISCONSIN</b>  Division of Public Health Department of Health and Family Services P.O. Box 2659	Paul Schmidt	Paying Tuition

ENCLOSURE 2

## 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-305) "Safety Aspects of Industrial Radiography." This course is scheduled to be presented April 19-23, 2004 at Source Production and Equipment Company (SPEC), 113 Teal Street, St. Rose, Louisiana. The telephone number is (504) 464-9471. Enclosure 3 is a tentative agenda for the course.

**LOCATION INFORMATION:** SPEC is located in the James Business Park, a couple of miles west of the airport off of US Highway 61. There is an old "Schwegamm" warehouse across the highway from the entrance to the James Business Park. There is also a Ramada Inn being constructed near the entrance of the business park. As you enter the business park, make a right turn. The road will curve to the left (this is James Drive East). Continue on James Drive until you come to Teal Street (on your left). Turn left onto Teal Street. The SPEC office will be on your right (it says SPEC on the office building as well as 113 (the street address)).

**LODGING AND TRAVEL:** You should plan to arrive on Sunday, April 18, 2004 and depart on Friday, April 23, 2004. Participants must make their own lodging arrangements. Individuals should request a State or government employee rate at the hotels. The following hotels are only a couple of miles from the SPEC office. [Note: No endorsement is expressed or implied. It is the individual's responsibility to ensure that rates are within their employers' limits.] SPEC mentioned that they may have a shuttle to these nearby hotels (call them to confirm this): Best Western at the Airport (504-464-1644); Hilton New Orleans Airport (800-HILTONS). These are directly across the highway from the airport. [If a shuttle is not available, you might consider going to the airport and take a taxi from there.] Other hotels further away, but in the vicinity (transportation would be needed) are: Radisson Inn N.O. Airport (800-333-3333); Travelodge Airport (800-578-7878); Wingate Inn (800-228-1000). The closest hotel is the Ramada Inn & Suites New Orleans Airport in St. Rose, Louisiana (1-800-272-6232). (Note: This is in a different "parish" from other hotels, and the per diem/subsistence rates may be different.)

**COURSE HOURS AND ATTIRE:** Official work hours for this course are from 8:00 a.m. - 5:00 p.m. with an hour for lunch. Course presentation hours are from 8:00 a.m. - 4:00 p.m. with an hour for lunch. The basic course schedule is for lectures in the morning with laboratory exercises in the afternoon. Students should dress casually and wear comfortable pants/slacks and shirts that will facilitate laboratory exercises. A visit to an field radiography site will be conducted on Friday afternoon following the course examination for those who are able to participate.

**NOTE:** Students should bring issued dosimetry (issued-dosimetry will be available for those who do not have issued dosimeters) and a scientific calculator.

### H-305 Course Schedule\*

Monday:

8:00 a.m. - Noon  
1:00 p.m. - 4:00 p.m.

Introduction/Radiography concepts and fundamentals  
Labs: Setting up and using devices; plant tour.

Tuesday:

8:00 a.m. - Noon  
1:00 p.m. - 4:00 p.m.

Radiography safety and operations  
Labs: Establishing boundaries; source exchange; inspection.

Wednesday:

8:00 a.m. - Noon  
1:00 p.m. - 4:00 p.m.

Federal & State Regulations  
Site inspection; emergency source retrieval.

Thursday:

8:00 a.m. - Noon  
1:00 p.m. - 4:00 p.m.

Transportation regulations and radiography company operations  
Labs: Shipping packages; performing a radiograph.

Friday:

8:00 a.m. - 10:00 a.m.  
10:30 a.m.- Noon  
1:00-3:00pm  
3:00 p.m. - 4:00 p.m.

ANSI equipment standard; course review  
Course review  
Course exam  
Course Critique

\* Note: This course outline is tentative and subject to change.