

April 20, 2004

ALL AGREEMENT STATES-MINNESOTA, PENNSYLVANIA

**ACCEPTANCE TO THE TRANSPORTATION OF RADIOACTIVE MATERIALS COURSE
(H-308) (STP-04-028)**

Enclosure 1 is the list of students from the States selected to attend the May 17-21, 2004 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 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, to the following address:

Nuclear Regulatory Commission
Office of the Chief Financial Officer
Attn: Leah P. Tremper
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 Cardelia H. Maupin Acting for/
Josephine M. Piccone, Deputy Director
Office of State and Tribal Programs***

Enclosures:
As stated

STP-04-028

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April 20, 2004

Distribution:

DIR RF

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DCD (SP03) PDR (YES)

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NAME	BGUsilton:kk		JMPiccone					
DATE	04/20/2004		04/20/2004					

OFFICIAL RECORD COPY

TRANSPORTATION OF RADIOACTIVE MATERIALS COURSE (H-308)
MAY 17-21, 2004
CHATTANOOGA, TN

STATE	PARTICIPANT(S)	PAYING TUITION/ SPACE AVAILABLE
Illinois Emergency Management Agency Division of Nuclear Safety 1035 Outer Park Drive Springfield, IL 62704	1. Kelly Horn	1. Paying Tuition
Office of Environmental Services P. O. Box 4313 Baton Rouge, LA 70821-4313	1. Direne Allen	1. Paying Tuition
Bureau of Radiation Control Texas Department of Health 1100 West 49th Street Austin, TX 78756-3189	1. John Bush 2. James Ogden	1. Paying Tuition 2. Paying Tuition
Division of Radiological Health Tennessee Department of Environment and Conservation 3rd Floor, L&C Annex 401 Church Street Nashville, TN 37243-1532	1. Jerry Bingaman 2. Wade Brewer 3. Bruce House 4. Grigsby Stevens 5. Darlene Whitmill	1. Space Available 2. Space Available 3. Space Available 4. Space Available 5. Space Available
Division of Radiation Control Department of Environmental Quality 168 North 1950 West, P.O. Box 144850 Salt Lake City, UT 84114-4850	1. David Ogden	1. Paying Tuition

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 May 17-21, 2004, 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, May 21, 2004 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, May 16, 2004, and depart on Friday, May 21, 2004. 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