

July 15, 2004

ALL AGREEMENT STATES -MINNESOTA, PENNSYLVANIA

ACCEPTANCE TO THE INSPECTING FOR PERFORMANCE COURSE (G-304) (STP-04-054)

Enclosure 1 is the list of Agreement State staff selected to attend the August 24-26, 2004, Inspecting for Performance Course (G-304). 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:

U.S. Nuclear Regulatory Commission
Office of the Chief Financial Officer
Attn: Leah P. Tremper
Mail Stop - T-9E10
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
FAX: 301-415-3502

/RA/

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

Enclosures:
As stated

STP-04-054

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OFFICIAL USE ONLY

INSPECTING FOR PERFORMANCE COURSE (G-304)
 ROCKVILLE, MD
 AUGUST 24-26, 2004

STATE	STUDENTS	PAYING TUITION/ SPACE AVAILABLE
IOWA Bureau of Radiological Health Iowa Department of Public Health 401 S.W. 7 th Street, Suite D Des Moines, IA 50309	Randal Dahlin	Paying Tuition
NEW YORK STATE HEALTH Bureau of Environmental Radiation Protection New York State Department of Health 547 River Street Troy, NY 12180-2216	Alexander Damiani	Paying Tuition
WASHINGTON Office of Radiation Protection Washington Department of Health P.O. Box 47827 Olympia, WA 98504-7827	Pamela Walsh	Paying Tuition
WISCONSIN Radiation Protection Section Division of Public Health Department of Health and Family Services P.O. Box 2659 Madison, WI 53701-2659	Rashid Salikhdjanov Megan Shober Michael Welling	Paying Tuition Paying Tuition 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 (G-304) "Inspecting for Performance." This course is scheduled to be presented August 24-26, 2004, at the NRC Professional Development Center, Two White Flint North, Room 3-B43, 11545 Rockville Pike, Rockville, Maryland, 20852.

COURSE: This course will be conducted beginning at 8:00 a.m. and end at 4:00 p.m. each day except for the last day it will end at noon. Students will need to sign in at the main lobby of the building and again in the training room on the 3rd floor. Non-NRC attendees should allow sufficient time to process through security screening upon arrival at TWFN. A picture ID or some other form of ID is required.

LODGING AND TRAVEL: You should plan to arrive on Monday, August 23, and depart on Thursday, August 26, 2004. Participants must make their own lodging arrangements. Individuals should request a State or government employee rate at the hotels. There are a number of hotels in the area.

Close by hotels are:	Ramada Inn	(800) 255-1775
	1775 Rockville Pike	(301) 881-2300
	Doubletree Hotel	(800) 222-8733
	1750 Rockville Pike	(301) 468-1100
	Bridgestreet Accommodations	(800) 776-5057
	(Right across the street from One White Flint Building)	