

May 18, 2005

ALL AGREEMENT STATES, MINNESOTA, PENNSYLVANIA

ACCEPTANCE TO THE INSPECTION PROCEDURES COURSE (G-108) (STP-05- 039)

Enclosure 1 is the list of students from the States selected to attend the June 27-July 1, 2005, 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/

Mark R. Shaffer, Acting Director
Office of State and Tribal Programs

Enclosures:
As stated

STP-05-039

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INSPECTION PROCEDURES COURSE (G-108)
 JUNE 27-JULY 1, 2005
 AUSTIN, TEXAS

STATE	PARTICIPANT(S)	NO TUITION COST
KANSAS Department of Health and Environment Bureau of Air and Radiation 1000 SW Jackson, Suite 310 Topeka, KS 66612-1366	Jason Barney John Jones	
KENTUCKY Radiation Health & Toxic Agents Branch Cabinet for Health Services 275 East Main Street, Mail Stop HS-2E-D Frankfort, KY 40621-0001	Colleen Kaelin	
LOUISIANA Permits Division Office of Environmental Services P. O. Box 4313 Baton Rouge, LA 70821-4313	Direne Allen Mark Chrisman	
MINNESOTA Division of Environmental Health Minnesota Department of Health P.O. Box 64975 St. Paul, MN 55164-0975	Sherri Flaherty	
MISSISSIPPI Division of Radiological Health State Department of Health P.O. Box 1700 Jackson, MS 39215-1700	Jayson Moak	
TEXAS Department of State Health Services 1100 West 49th Street Austin, TX 78756-3189	Jack England Greg Gurnee Latischa Hanson Ray Jisha Scott Kee Peter Myers Sonia Simmons Thomas Smith William Stringfellow Barbara Taylor Francis Towey Hans Weger	
UTAH Division of Radiation Control Department of Environmental Quality P.O. Box 144850 Salt Lake City, UT 84114-4850	Christine Hiaring	

Enclosure 1

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 June 27-July 1, 2005, at the Texas Department of State Health Services, 1100 West 49th Street, Austin, Texas 78756, Moreton Building, Room M-652.

COURSE: This course will be conducted beginning at 8:00 a.m. and end at 5:00 p.m. each day except for Friday, July 1, 2005, when the class is scheduled to end at 12:00 noon. Enclosed is a tentative schedule for the course (Enclosure 3). Report to the Lobby for visitors badge - bring picture ID.

LODGING AND TRAVEL: You should plan to arrive on Sunday, June 26, 2005 and depart on Friday, July 1, 2005. There is a covered parking garage adjacent to the main building that visitors may park in. There is a cafeteria on-site and many restaurants nearby. Participants must make their own lodging and travel arrangements. Individuals should request a State or government employee rate at the hotels. There are really no hotels next to Health Services, but there are a few within a reasonable distance at Interstate 35 and Highway 290:

The Red Lion Hotel
6121 North I-35 at Highway 290
Austin, TX 78752
(512) 323-5466
800-RED-LION
<http://www.redlion.com/WHC/hotels/ShowHotel.asp?ID=163>

The DoubleTree Hotel
6505 IH-35 North
Austin, Texas 78752-4346
(512) 454-3737
800-222-TREE
<http://www.doubletree.com/en/dt/hotels/index.jhtml?ctyhocn=AUSLNDT>

Hilton Austin North (older hotel)
6000 Middle Fiskville Road
Austin, Texas 78752
(512) 451-5757
<http://www.hilton.co.uk/dispatch/ViewPropertyHomePageForm?hid=11020974&ViewPropertyHomePage=&formName=ViewPropertyHomePageForm>

TENTATIVE SCHEDULE FOR INSPECTION PROCEDURES COURSE (G-108)
June 27-July 1, 2005

DAY	TIME	TOPIC	CHAPTER	PRESENTER
Monday	8:00 - 9:00	Welcome & Administration		Ricci
	9:00 - 12:00	Inspection Overview	1	Leonardi
	12:00 - 1:00	Lunch		
	1:00 - 3:00	Inspection Overview (cont)	1	Leonardi
	3:00 - 5:00	Casework & Exercise Discussions		Staff
Tuesday	8:00 - 12:00	Medical	6	Ullrich
	12:00 - 1:00	Lunch		
	1:00 - 5:00	Industrial (Irradiator, Gauges etc)	3	Leonardi
Wednesday	8:00 - 12:00	Industrial Radiography	5	Leonardi
	12:00 - 1:00	Lunch		
	1:00 - 4:00	Laboratory R&D	4	Ullrich
	4:00 - 5:00	Exercise Instructions		Staff
Thursday	8:00 - 12:00	Exercise	10	Staff
	12:00 - 1:00	Lunch		
	1:00 - 5:00	Exercise Debriefing & Exit Meeting		Staff
Friday	8:00 - 9:00	Incident Response & Reporting	8	Ullrich
	9:00 - 10:00	Miscellaneous Topics		Staff
	10:00 - 11:00	Incident Review		Ricci
	11:00 - 12:00	Final Remarks		Ricci

NOTE: Scheduled lecturers or the sequence of lectures may change due to circumstances beyond our control.