

January 12, 2012

ALL AGREEMENT STATES

ACCEPTANCE TO THE INSPECTION PROCEDURES COURSE (G-108) (FSME-12-004)

Purpose: To provide the list of students selected for the NRC Inspection Procedures Course (G-108).

Background: NRC provides the list of students and instructions to the States to help ensure that States with candidates on waiting lists will have an opportunity to fill vacated slots that may open up after this notification letter has been sent.

Discussion: Enclosure 1 is the list of students from the States selected to attend the March 5-9, 2012 Inspection Procedures Course (G-108). This course is to be held in Newport News, Virginia. Please provide the list of students and the instructions (Enclosure 2) to each individual from your program that is on the list. Enclosed for your information is a tentative schedule for the course (Enclosure 3). Students attending this course will be paid travel and per diem by the U.S. Nuclear Regulatory Commission (NRC). Students should make their travel arrangements through Carlson Wagonlit Travel at 1-866-250-2160 immediately and then submit their travel information needed for NRC to issue their travel authorization (Appendix A) to Brenda Usilton (Fax 301-415-3502). Please go to the following website to download the Travel Application Form <http://nrc-stp.ornl.gov/training.html> and then send it to Brenda.Usilton@nrc.gov or fax it to 301-415-3502.

We ask that you inform us of any cancellations 30 days prior to the course starting date or as soon as you are aware that the student cannot attend the course.*

** This information request has been approved by OMB 3150-0029 expiration 11/30/2013. The estimated burden per response to comply with this voluntary collection is approximately 8 hours. Send comments regarding the burden estimate to the Records and FOIA/Privacy Services Branch (T-5F52), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by Internet e-mail to infocollects@nrc.gov, and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202 (3150-0029), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, the information collection.

FSME-12-004

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

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

/James Luehman for **RA**/

Brian J. McDermott, Director
Materials Safety and State Agreements
Office of Federal and State Materials
and Environmental Management Programs

Enclosures:

1. List of students
2. Instructions to students
3. Tentative Schedule

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- 5. Instructions to students
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Distribution:

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ML120120045

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DATE	01/12/12	01/12/12

OFFICIAL RECORD COPY

INSPECTION PROCEDURES COURSE
 March 5-9, 2012
 Newport News, Virginia

STATE	PARTICIPANT(S)
CALIFORNIA Dept. of Health Services P.O. Box 997414, MS-7610 Sacramento, CA 95899-7414	Vandana Kohli
ILLINOIS Division of Nuclear Safety 1035 Outer Park Drive Springfield, IL 62704	Randy Harris
NEVADA State Health Division 4150 Technology Way, Suite 300 Carson City, NV 89706	Jon Bakkedah
NEW MEXICO Environment Department Harold S. Runnels Building 1190 St. Francis Drive, Rm S2100 P.O. Box 5469 Santa Fe, NM 87502-5469	Vicky Baca
NORTH CAROLINA Dept. of Environment & Natural Resources 3825 Barrett Drive Raleigh, NC 27609-7221	Paul Huggins
NORTH DAKOTA Dept. of Health 918 E. Divide Avenue Bismarck, ND 58501-1947	James Lawson
OHIO Dept. of Health 246 North High Street Columbus, OH 43215	Courtney Peppy
OREGON Dept. of Human Services 800 NE Oregon Street, Suite 640 Portland, OR 97232-2162	Richard Wendt
OKLAHOMA Environmental Agency 707 N. Robinson Oklahoma City, OK 73102	Kate Deaton
TEXAS Dept. of State Health Services P.O. Box 149347 Austin, TX 78714-9347	Robin Phillips
UTAH Dept. of Environmental Quality 195 North 1950 West P.O. Box 144850 Salt lake City, UT 84116	Phil Goble
WISCONSIN Dept. of Health Services 1 W. Wilson Street, Rm B157 Madison, WI 53702	Royston Ngwayah

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." This course is scheduled to be presented March 5-9, 2012, at the Hampton Inn & Suites 12251 Jefferson Avenue, Newport News, VA, 23602. Any questions regarding the logistics of the course you can contact LT John "Rob" Hawley John.r.hawley@navy.mil
757-887-7700 primary #
757-887-4884 secondary #

COURSE: This course will be conducted beginning at 8:00 am on Monday, March 5, 2012, and end at noon on Friday, March 9, 2012. Enclosed is a tentative schedule for the course (Enclosure 3). Cellular phones and similar devices with audible capability should be disabled while classes are in session. Normal office/business attire is appropriate for students attending TTC courses.

LODGING AND TRAVEL: You should plan to arrive on Sunday, March 4, 2012, and depart on Friday, March 9, 2012. No rental cars will be authorized for travel. If traveling by air, you need to contact Carlson Travel at 1-866-250-2160 for airline reservations. The per diem for Newport News, Virginia is 77/46/123. Please complete the Travel Application Form <http://nrc-stp.ornl.gov/training.html> and return it to Brenda Usilton at Brenda.Usilton@nrc.gov or fax it to 301-415-3502. You will also need to go to the same website to receive a copy of the travel instructions and voucher for reimbursement. You should call the Hampton Inn & Suites at 757-249-0001. A reservation can be made at the government rate of \$77.00. Use the group code "NRC." There will be a shuttle the hotel provides that can take you to and from the course. A tentative outline for the course (Enclosure 3) is attached.

**INSPECTION PROCEDURES COURSE
Tentative Schedule for March 5-9, 2012**

	START	STOP	TOPIC	PRESENTER
MONDAY	8 AM	- 9 AM	WELCOME AND ADMIN	Griffis
	9 AM	- 10 AM	Overview	Gattone
	10 AM	- 11 AM	Overview	Gattone
	11 AM	- 12 PM	Overview	Gattone
	12 PM	- 1 PM	LUNCH	
	1 PM	- 2 PM	Overview	Gattone
	2 PM	- 3 PM	Overview	Gattone
	3 PM	- 4 :30 PM	Overview	Gattone
	4:30 PM	- 5 PM	Hands-on Session	Staff
TUESDAY	8 AM	- 9 AM	Laboratory R&D	Ullrich
	9 AM	10 AM	Laboratory R&D	Ullrich
	10 AM	- 11 AM	Radiopharmacy	Ullrich
	11 AM	- 12 PM	Radiopharmacy	Ullrich
	12 PM	- 1 PM	LUNCH	
	1 PM	- 2 PM	Medical	Gattone
	2 PM	- 3 PM	Medical	Gattone
	3 PM	- 4 :30 PM	Medical	Gattone
	4:30 PM	- 5 PM	Hands-on Session	Staff
WEDNESDAY	8 AM	- 9 AM	Industrial Gauges & Sources	Gaines
	9 AM	- 10 AM	Industrial Gauges & Sources	Gaines
	10 AM	- 11 AM	Exercise Prep	Staff
	11 AM	- 12 PM	Exercise Prep	Staff
	12 PM	- 1 PM	LUNCH	
	1 PM	- 2 PM	Exercise	Staff
	2 PM	- 3 PM	Exercise	Staff
	3 PM	- 4 :30 PM	Exercise	Staff
	4:30 PM	- 5 PM	Prepare for Debriefs	Staff
THURSDAY	8 AM	- 9 AM	Debrief and Exit Meeting	Staff
	9 AM	- 10 AM	Debrief and Exit Meeting	Staff
	10 AM	- 11 AM	Debrief and Exit Meeting	Staff
	11 AM	- 12 PM	Debrief and Exit Meeting	Staff
	12 PM	- 1 PM	LUNCH	
	1 PM	- 2 PM	Industrial Radiography	Gaines
	2 PM	- 3 PM	Industrial Radiography	Gaines
	3 PM	- 4 :30 PM	Well Logging	Gaines
	4:30 PM	- 5 PM	Hands-on Session	Staff

March 5-9, 2012

	START	STOP	TOPIC	PRESENTER
FRIDAY	8 AM	- 9 AM	Industrial Irradiators	Ullrich
	9 AM	- 10 AM	Industrial Irradiators	Ullrich
	10 AM	- 11 PM	Incidents & Allegations	Ullrich
	11 AM	- 12 PM	Inspections of Events	Ullrich
			CLASS OVER	

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