

June 11, 2012

ALL AGREEMENT STATES

**ACCEPTANCE TO THE INCREASED CONTROLS TRAINING COURSE (S-201)
(FSME-12-048)**

PURPOSE: To provide the list of students selected for the Increased Controls Training Course (S-201).

BACKGROUND: NRC provides the list of students and instructions to the States to help ensure the States with candidates on waiting list 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, who have been selected to attend the August 6-10, 2012 Increased Controls Training Course (S-201). Please provide this memorandum and the enclosed instructions (Enclosure 2) to the students that may be in your organization. Enclosure 3 provides the tentative agenda. State travelers attending this course should make their airline travel arrangements through Carlson Wagonlit Travel at 1-866-250-2160. Travel information should then be submitted to Brenda Usilton at Brenda.Usilton@nrc.gov or faxed to 301-415-3502, in order to process the travel authorization (Enclosure 4). Travelers should follow the instructions in Enclosure 2 to reserve lodging in Albuquerque. Enclosure 4 needs to be completed and returned to Brenda Usilton. Please make sure your program manager signs the form.

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 you cannot attend.

* 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-12-048

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If you have any questions regarding this correspondence, please contact me at 301-415-3340, or the individual named below.

POINT OF CONTACT: Brenda G. Usilton
TELEPHONE: 301-415-2348

INTERNET: Brenda.Usilton@NRC.GOV
FAX: 301-415-3502

/RA/ Christian Einberg for
Brian J. McDermott, Director
Division of Materials Safety and State Agreements
Office of Federal and State Materials
and Environmental Management Programs

Enclosure:

1. List of Students
2. Instructions to Students
3. Authorization Form
4. Tentative Schedule

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Distribution:

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OFC	FSME/MSSA	FSME/MSSA
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DATE	06/11/12	06/11/12

OFFICIAL RECORD COPY

INCREASED CONTROL TRAINING COURSE
August 6-10, 2012
Albuquerque, NM

STATE	PARTICIPANT(S)
FLORIDA Dept. of Health 4052 Bald Cypress Way, Bin C21 Tallahassee, FL 32399-1741	
KANSAS Dept. of Health and Environment 1000 SW Jackson, Suite 330 Topeka, KS 66612-1365	David Lawrenz
KENTUCKY Cabinet for Health & Family Services 275 East Main Street, HS1C-A Frankfort, KY 40621-0001	James Pendergrass
LOUISIANA Emergency & Radiological Services Div P.O. Box 4312 Baton Rouge, LA 70821-4312	Jessica Chaney
MASSACHUSETTS Dept. of Public Health Schrafft Center, Suite 1M2A 529 Main Street Charlestown, MA 02129	Ken Traegde
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
OHIO Dept. of Health 246 North High Street Columbus, OH 43215	Shannon Dettmer
PENNSYLVANIA Bureau of Radiation Protection Rachel Carson State Office Bldg P.O. Box 8469 Harrisburg, PA 17105-8469	Mary Fekete Joshua Myers
TENNESSEE Division of Radiological Health L & C Annex, Third Floor 401 Church Street Nashville, TN 37243-1532	Jamie Bunch Andrew Holcomb Fatima Adeyemo
TEXAS – Commission on Environmental Quality 12100 Park 35 Circle, Bldg F Austin, TX 78753	Muhammadali Abbaszadeh

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the “Increased Controls Training Course (S-201).” This training course is scheduled for August 6-10, 2012 in Albuquerque, NM. Course location is International Programs Building, Research Park, Sandia National Laboratories, Albuquerque, New Mexico.

COURSE: This course will be conducted beginning at 8:00 a.m. on Monday, August 6, 2012, and end around 1:00 pm on Friday, August 10, 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. You will be receiving an e-mail approximately 2-3 weeks before the course from Jason Andersen (the course coordinator at Sandia) regarding all the logistics for this course.

LODGING AND TRAVEL: You should plan to arrive on Sunday, August 5, 2012 and depart on Friday, August 10, 2012. If traveling by air, you need to contact Carlson Travel at 1-866-250-2160 for airline reservations. Please complete the invitational travel authorization form (Enclosure 4)” and return it to **Brenda Usilton** at Brenda.Usilton@nrc.gov or fax it to 301-415-3502 by July 15, 2012. Please note that the form will require the Radiation Control Program Director’s signature. If you have any questions regarding the travel form please contact Brenda Usilton at (301) 415-2348. Lodging will be at the Hyatt Place Uptown Hotel located at 6901 Arvada NE, Albuquerque, NM 87110. Please call them and make a reservation at (505) 872-9000 or 888-271-6016. Let them know you are with the “NRC/Sandia Labs Increased Controls Class – May 2012.” Your Federal government rate for Albuquerque, NM is 81/56/137. Tax is a separate line item. The cut-off date for reservations is **July 15, 2012**. Reservation requests received after the cut-off date will not be guaranteed the government rate. The government rate will not be offered after cut-off. To obtain the travel instructions and voucher packet you will need to go to the following website to download the information <http://nrc-stp.ornl.gov/training.html>

Since Sandia National Laboratories is a secure facility you will be picked up by bus every morning from the hotel. The bus will also return the students to the hotel at the end of each class day. On Monday, you will be picked up at 7:00 a.m. so you can receive a temporary Sandia picture badge, which must be worn at all times, while on Sandia property. All other days you will be picked up at the hotel around 7:30 a.m. to go to the training facility. Please bring photo identification for receiving a temporary badge, such as a driver’s license. **ONLY U.S. CITIZENS may attend this class.**

REMINDER - No rental cars are authorized for invitational travel. If you are not staying at the above hotel, you still need to be there each morning to catch the bus to the International Program Building. You are responsible for daily transportation between your hotel and the Hyatt Place hotel if you are not staying there.

NRC SECURITY SYSTEMS AND PRINCIPLES
August 6-10, 2012

State participants; please **FAX** the following information to Brenda Usilton at (301) 415-3502 by **July 15, 2012**. Airline reservations can be made directly through Carlson Wagonlit Travel at 1-866-250-2160; normal business hours are 8:00 a.m. - 6:00 p.m.

STATE: _____

TRAVEL DATES: _____

NAME: _____

BUSINESS ADDRESS: _____

WORK PHONE: _____ **WORK FAX:** _____

E-MAIL ADDRESS: _____

HOME ADDRESS: _____

(For travel authorization) _____

SS#: _____ - _____ - _____

If you have traveled for us within the past year you only need to give us the last 4 digits of your social security number.

Departure City (airport): _____

Date of Departure (note anything unusual): _____

Please provide reason: _____

Cost of Airfare (from Carlson Travel): \$ _____

Flight Number (e.g. UA 210): _____

Arrival Time (e.g., 4:23 p.m. July 6): _____

If you are driving, indicate round-trip miles: _____

Lodging Arrangement Made: (Yes) _____ (No) _____

Radiation Control Program Director's Signature* _____

*Signature indicates a determination of trustworthiness, in accordance with the Order, has been made and the Agreement State attendee has a "need-to-know" the sensitive unclassified information and Safeguards Information Modified Handling (SGI-M) presented in the training.