

July 23, 2012

Ms. Tina Peck  
SPECIAL EVENTS - U.S. Army Military District of Washington  
Joint Forces Headquarters-National Capital Region  
103 - Third Avenue, Fort McNair  
Washington, DC 20319-5000

Dear Ms. Peck:

I am writing to request a U.S. Joint Forces (Army/Navy/Air Force/Marines) Honor Guard Team for the U.S. Nuclear Regulatory Commission's (NRC's) "International Regulators Conference on Nuclear Security" to be held at the Hilton Washington DC/Rockville Hotel and Executive Meeting Center from December 4-6, 2012. Your honor guard team has played a very important, integral role for the past six years in kicking off the Opening Session of the NRC's annual Regulatory Information Conference (RIC). I sincerely hope that we can extend this practice for our upcoming conference as well.

The mission of the NRC is to license and regulate the Nation's civilian use of byproduct, source, and special nuclear material in order to protect public health and safety, promote the common defense and security, and protect the environment. In support of U.S. Government commitments and its policy of strengthening security over nuclear materials worldwide, the NRC is hosting this conference. This conference will discuss a range of activities relevant to enhancing regulatory approaches to security at civilian facilities and will share best practices. The conference anticipates bringing together people, including senior-level representatives from other Federal agencies, licensees, international counterparts, and NRC managers and staff.

We are requesting to have the colors presented at 8:30 a.m. on Tuesday, December 4, 2012, in the Plaza Ballroom of the Hilton Washington DC/Rockville Hotel and Executive Meeting Center, located at 1750 Rockville Pike, Rockville, MD 20852.

Please confirm your availability on the enclosed form. If you have any questions or need any additional information, please contact either Joan McDevitt, 301-415-6027, [Joan.McDevitt@nrc.gov](mailto:Joan.McDevitt@nrc.gov), or Robin Barnes, 301-415-3433, [Robin.Barnes@nrc.gov](mailto:Robin.Barnes@nrc.gov).

Thank you in advance for your time. I look forward to hearing from you soon.

Sincerely,

*/RA/*

Mark R. Shaffer  
Deputy Office Director  
Office of International Programs

cc: SFC Cherry

Enclosure

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Sincerely,

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Mark R. Shaffer  
Deputy Office Director  
Office of International Programs

cc: SFC Cherry

Enclosure

DOCUMENT NAME: G:\Contracts and Agreements\08-12-P-08-0113-Commercial (Int'l Reg. Conf. on Nuclear Security)\Conference Planning\Services Confirmations (Soloist, AV, Honor Guard etc)\Letter re Request for Honor Guard Team.docm

**ADAMS Accession No.: ML122050317**

<input checked="" type="checkbox"/> Publicly Available	<input type="checkbox"/> Non-Publicly Available	<input type="checkbox"/> Sensitive	<input checked="" type="checkbox"/> Non-Sensitive	
OFFICE	IOB/OIP	IOB/OIP	BC:IOB/OIP	DD:OIP
NAME	R Barnes	J McDevitt	S Dembek	M Shaffer
DATE	7-23-12	7-23-12	7/23/12	7/23/12

OFFICIAL RECORD COPY

AVAILABILITY OF THE JOINT FORCES HONOR GUARD  
FOR PRESENTATION OF COLORS  
AT U.S. NUCLEAR REGULATORY COMMISSION'S  
2012 REGULATORY INFORMATION CONFERENCE

\_\_\_ No, the Honor Guard is unable to support your event.

\_\_\_ Yes, the Honor Guard is available to support your event.\*

**\* If the Honor Guard Team is available, please provide the first and last name of each guard, along with the official name of their unit so that proper acknowledgement can be made at the conference.**

Name of Guards	Unit Names	Point of Contact Information: (Name, phone, email)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Please return completed form NLT **August 31, 2012** to:

**U.S. Nuclear Regulatory Commission  
ATTN: Joan McDevitt or Robin Barnes  
11555 Rockville Pike, Mail Stop O-4E21  
Rockville, MD 20852  
Phone: (301) 415-6027 or (301)-415-3433  
Fax: 301-415-2400  
E-mail: [Joan.McDevitt@nrc.gov](mailto:Joan.McDevitt@nrc.gov) or [Robin.Barnes@nrc.gov](mailto:Robin.Barnes@nrc.gov)**