

August 30, 2012

ALL AGREEMENT STATES

ACCEPTANCE TO THE INSPECTION PROCEDURES COURSE (G-108) (FSME-12-072)

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 October 22-26, 2012 Inspection Procedures Course (G-108). This course is to be held in Chattanooga, Tennessee. 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.

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

/Pamela Henderson 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

Distribution:
DCD (SP03)
DMSSA r/f
Jeff Griffis, TTD

ML12243A320

OFC	FSME/MSSA	MSSA	
NAME	BUsilton /PHenderson for/	BJMcDermott /PHenderson for/	
DATE	08/30 /12	08/30 /12	

OFFICIAL RECORD COPY

INSPECTION PROCEDURES COURSE
 October 22-26, 2012
 Chattanooga, Tennessee

STATE	PARTICIPANT(S)
ALABAMA Dept. of Public Health 201 Monroe Street P.O. Box 303017 Montgomery, AL 36130	John Swindall
COLORADO Dept. of Public Health & Environment 4300 Cherry Creek Drive South Denver, CO 80246-1530	Carrie Romanchek
GEORGIA Dept. of Natural Resources 4220 International Parkway, Suite 100 Atlanta, GA 30354	Travis Cartoski
IOWA Dept. of Public Health Lucas State Office Building, 5 th Floor 321 East 12 th Street Des Moines, IA 50319	Leonardo Wardrobe
KANSAS Dept. of Health & environment 1000 SW Jackson, Suite 310 Topeka, KS 66612-1366	Megan Ziegler
KENTUCKY Cabinet for Health & Family Services 275 East Main Street, HS1C-A Frankfort, KY 40621-0001	Michele Greenwell
LOUISIANA Emergency & Radiological Services Div. P.O. Box 4312 Baton Rouge, LA 70821-4312	Natalie Lonsberry
MAINE Division of Environmental Health 286 Water Street, 11 SHS Augusta, ME 04333-0011	Jean Geslin
MINNESOTA Dept. of Health 625 Robert street N. P.O. Box 64975 St. Paul, MN 55164-0975	Tyler Kruse
MISSISSIPPI Dept. of Health 3150 Lawson Street Jackson, MS 39213	Brielle Grantham
NEW HAMPSHIRE Dept. of Health & Human Services 29 Hazen Drive Concord, NH 03301-6504	Augustinus Ong

NEW MEXICO Environment Department Harold S. Runnels Building 1190 St. Francis Drive, Rm S2100 P.O. Box 5469 Santa Fe, NM 87502-5469	James Malcom
NEW YORK STATE HEALTH 547 River Street Troy, NY 12180-2216	Michelle Kehoe
NORTH DAKOTA Dept. of Health 918 E. Divide Avenue Bismarck, ND 58501-1947	Warren Freier
OHIO Dept. of Health 246 North High Street Columbus, OH 43215	Stacy Kadrich
PENNSYLVANIA DEP – Bureau of Radiation Protection Rachel Carson State Office Bldg. P.O. Box 8469 Harrisburg, PA 17105-8469	Megan Harkins
SOUTH CAROLINA Dept. of Health & Environmental Control 2600 Bull Street Columbia, SC 29201	Kelly Armstrong
UTAH Dept. of Environmental Quality 195 North 1950 West P.O. Box 144850 Salt lake City, UT 84116	Ronald Givens
VIRGINIA Dept. of Health James Madison Bldg. 109 Governor Street, Rm 730 Richmond, VA 23219	Anthony Sands

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 October 22-26, 2012, at the U.S. Nuclear Regulatory Commission Technical Training Center (TTC). The TTC is located at 5746 Marlin Road, Suite 200, Osborne Office Center (near Eastgate Shopping Center) Chattanooga, Tennessee 37411-5677. The facility's telephone number is (423) 855-6500.

COURSE: This course will be conducted beginning at 8:00 am on Monday, October 22, and end at noon on Friday, October 26, 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, October 21, 2012, and depart on Friday, October 26, 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. Participants must make their own lodging and travel arrangements. Individuals should request a Federal government rate at the hotel of their choice. The per diem for Chattanooga, Tennessee is 94/56/150. This means lodging/meals/not to exceed total per day. Tax is a separate line item on your voucher. Reimbursement for mileage is 55.5 cents per mile. Please be sure to choose a hotel within the Chattanooga vicinity and within per diem. There is no suitable lodging within walking distance, nor reliable public transportation, from the hotels to the Training Center; therefore, students should coordinate with students who have cars or take a taxi to and from the training center. To find hotels in Chattanooga, TN please conduct an internet search. 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.

Tentative Schedule for October 22-26, 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

October 22-26, 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.

