

September 18, 2012

ALL AGREEMENT STATES

**ACCEPTANCE TO THE CHARACTERIZATION AND PLANNING FOR DECOMMISSIONING COURSE (H-115) (FSME-12-076)**

**Purpose:** To provide the list of students selected for the NRC Characterization and Planning for Decommissioning Course (H-115).

**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 Agreement States selected to attend the November 5-9, 2012, Characterization and Planning for Decommissioning Course (H-115). Please provide the list of students and the instructions (Enclosure 2) to each individual from your program that is on the list. Students attending this course will be reimbursed for lodging and meals 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. 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](mailto: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.\*

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\*\* 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](mailto: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  
TELEPHONE: (301) 415-2348

INTERNET: [BGU@NRC.GOV](mailto:BGU@NRC.GOV)  
FAX: (301) 415-3502

***/RA Pamela Henderson for/***  
Brian J. McDermott, Director  
Division of 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. Course agenda

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

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***/RA Pamela Henderson for/***  
 Brian J. McDermott, Director  
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Distribution: DCD (SP03)  
 DMSSA r/f  
 Henry Lynn

**ML12258A125**

<b>OFC</b>	FSME/DMSSA	DMSSA
<b>NAME</b>	BGUusilton	BJMcDermott
<b>DATE</b>	09/18/12	09/18/12

**OFFICIAL RECORD COPY**

CHARACTERIZATION AND PLANNING FOR DECOMMISSIONING  
 BETHESDA, MD  
 NOVEMBER 5-9, 2012

STATE	PARTICIPANT(S)
<b>ALABAMA</b> Dept. of Public Health 201 Monroe Street P.O. Box 303017 Montgomery, AL 36130-3017	David Turberville
<b>ARKANSAS</b> Dept. of Health\ Radiation Control Section 4815 W. Markham St., Slot 30 Little Rock, AR 72205-3867	Steve Mack
<b>CALIFORNIA</b> Dept. of Health Services P.O. Box 997414, MS-7610 Sacramento, CA 95899-7414	Zubaida Gulshan
<b>GEORGIA</b> Dept. of Natural Resources 4220 International Parkway, Suite 100 Atlanta, GA 30354	J. Kit Ramdeen
<b>ILLINOIS</b> Emergency Management Agency Division of Nuclear Safety 1035 Outer Park Drive Springfield, IL 62704	Adam Ekstedt
<b>LOUISIANA</b> Dept. of Environmental Quality P.O. Box 4312 Baton Rouge, LA 70821-4312	Russell Clark
<b>NORTH CAROLINA</b> Dept. of Environment & Natural Resources 3825 Barrett Drive Raleigh, NC 27609-7221	Randy Crowe William Jeffries
<b>NORTH DAKOTA</b> Dept. of Health 918 E. Divide Avenue Bismarck, ND 58501-1947	Daniel Harmon
<b>OHIO</b> Dept. of Health 246 North High Street Columbus, OH 43215	Kim Anderson
<b>OKLAHOMA</b> Radiation Management Section P.O. Box 1677	John Flynn

STATE	PARTICIPANT(S)
Oklahoma City, OK 73101-1677	
<b>VIRGINIA</b> Dept. of Health James Madison Bldg. 109 Governror Street, Rm 730 Richmond, VA 23219	Asfaw Fenta

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the training course (H-115), "Characterization and Planning for Decommissioning." This course is scheduled to be presented November 5-9, 2012, at the Professional Development Center in Bethesda, Maryland. The course is located, at 7201 Wisconsin Avenue, Suite 425. It is located 3.5 blocks from the Bethesda Metro stop. For non headquarters personnel traveling to the training, we suggest that you stay at a hotel that is on the metro line for your convenience.

**COURSE:** This course will be conducted beginning at 8:00 a.m. and end at 5:00 p.m. each day except for Friday, November 9, 2012 when the class is scheduled to end at 3:00 p.m. A course outline is enclosure (Enclosure 3). Students should bring an engineering or scientific calculator with them. Normal office/business attire is appropriate for students attending NRC courses.

**LODGING & TRAVEL:** You should plan to arrive on Sunday, November 4, 2012, and depart on Friday, November 9, 2012. Participants must make their own lodging and travel arrangements. Individuals should request a Federal government rate at the hotels. The per diem for the Bethesda, Maryland area is 183/71/254. This means lodging/meals/not to exceed the total. Return flights should not be scheduled prior to 1 hour after completion of the course which will allow sufficient time for travel from the Professional Development Center to the airport. Tax is a separate line item on your voucher. The Federal mileage reimbursement is 55.5 cents per mile. If traveling by air, you need to contact Carlson Travel at 1-866-250-2160 for airline reservations. No rental cars will be authorized. Please complete the Travel Application Form <http://nrc-stp.ornl.gov/training.html> and return it to Brenda Usilton at [Brenda.Usilton@nrc.gov](mailto:Brenda.Usilton@nrc.gov) or fax it to 301-415-3502. If you have any questions regarding the travel form please contact Brenda on 301-415-2348. You will also go to the same website to receive a copy of the travel instructions and voucher for reimbursement.

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 training.

Non-NRC attendees should allow sufficient time to process through security screening upon arrival at the training facility. A picture ID or some other form of ID is required. Close by hotels are:

Hyatt Hotel One Bethesda Metro Center Bethesda, MD (301) 657-1234 1-800-233-1234 *Near Bethesda Metro Station	Residence Inn 7335 Wisconsin Ave. Bethesda, MD (301) 718-0200 1-800-331-3131 *Across from Bethesda Metro Station
Bethesda North Marriott Hotel 5701 Marinelli Rd. Rockville, Maryland (301) 984-0004 1-800-859-8003 *Across from the NRC Headquarters	Embassy Suites at Chevy Chase Pavilion 4300 Military Rd., NW Washington, DC (202) 362-9300 1-800-362-2779 *One Metro Stop from NRC's PDC
Holiday Inn Express 1775 Rockville Pike Rockville, MD (301) 881-2300 1-800-255-1775	Hilton Hotel 1750 Rockville Pike Rockville, MD (301) 468-1100 1-800-222-8733

*Four Metro Stops from NRC's PDC
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*Four Metro Stops from NRC's PDC
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**NRC**  
**CHARACTERIZATION AND PLANNING FOR DECOMMISSIONING**  
**H-115**

November 5-9, 2012

<b>DATE</b>	<b>TIME</b>	<b>TOPIC</b>	<b>INSTRUCTOR</b>
<b>Monday,</b> Nov. 5	8:00 AM	Welcome, Introduction & Photographs	Staff
	9:30 AM	INTRODUCTION AND COURSE GOALS	FRAME
	10:00 AM	PURPOSE OF CHARACTERIZATION SURVEYS	FRAME
	10:30 AM	OVERVIEW OF N1359	FRAME
	12:00 N	Lunch	
	1:00 PM	RADIOLOGICAL SURVEY TYPES	VITKUS
	1:30 PM	QAPPs	FRAME
	2:30 PM	MARSSIM OVERVIEW	FRAME
<b>Tuesday,</b> Nov. 6	8:00 AM	MARSAME (SUPPLEMENT TO NUREG-1575)	FRAME
	9:30 AM	PORTABLE AND SPECIALIZED RADIATION DETECTORS	FRAME
	11:00 AM	HEALTH & SAFETY AND PATHWAY MODELING AND DCGLs	VITKUS
	12:00 PM	Lunch	
	1:00 PM	RESRAD	FRAME
	2:00 PM	HISTORICAL SITE ASSESSMENT	VITKUS
	2:45 PM	Class Exercise: Evaluation of Historical Documentation and Development of Initial Conceptual Site Model	Vitkus
	4:00 PM	CLASS SUMMARY: HSA and CSM	VITKUS
<b>Wednesday,</b> Nov. 7	8:00 AM	SAMPLING DESIGNS	VITKUS
	8:30 AM	SCOPING SURVEY PLANNING	VITKUS
	9:00 AM	Class Exercise: Scoping Survey Plan, Investigation and Data Needs	Vitkus
	10:30 AM	CLASS SUMMARY: Scoping Survey Planning	VITKUS
	11:30 AM	Lunch	
	12:30 PM	Class Exercise: Scoping Survey Data Review and Assessment, Data Gaps, Conceptual Site Model Revisions, Compilation for Characterization Planning	Vitkus
	2:30 PM	ANTICIPATED SOW/WAC: Land Areas and Structures; Budget vs. Plan Analysis, Risk Assessment/Guideline Development Requirements, WAC Requirements and D&D Scope of Work Requirements	VITKUS
	3:30 PM	LAND AREA CHARACTERIZATION TECHNIQUES	VITKUS
<b>Thursday,</b> Nov. 8	8:00 AM	Class Exercise: Land Area Characterization: Surveying, Sampling and Analysis Plan	Vitkus
	9:30 AM	CLASS SUMMARY: Land Area Characterization	VITKUS
	11:00 AM	STRUCTURAL CHARACTERIZATION DQO AND PLANNING	VITKUS
	12:00 PM	Lunch	
	1:00 PM	Class Exercise: Structural Characterization: Surveying, Sampling and Analysis Plan	Vitkus
	2:30 PM	CLASS SUMMARY: Structural Characterization	VITKUS
	3:30 PM	Class Discussion: Sample Characterization Results Analysis	Vitkus
<b>Friday,</b> Nov. 9	8:00 AM	Class Discussion: Sample Characterization Results Analysis (Continued)	Vitkus
	9:30 AM	EQUIPMENT AND SYSTEMS APPROACHES	VITKUS
	10:30 AM	DATA MANAGEMENT	FRAME
	12:00 N	Lunch	
	1:00 PM	Course Exam	Staff
	2:30 PM	Course Critique and Adjourn	

Enclosure 3