

August 27, 2013

ALL AGREEMENT STATES

ACCEPTANCE TO THE INSPECTION PROCEDURES COURSE (G-108) (FSME-13-084)

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

Background: The 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 28-November 1, 2013, 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 NRC. Students should make their travel arrangements through Carlson Wagonlit Travel at 1-800-453-8396 immediately and then submit their travel information needed for NRC to issue their travel authorization (Appendix A) to Brenda Usilton. Please go to the following Web site to download the Travel Application Form: <http://nrc-stp.ornl.gov/training.html>, and send it to Brenda.Usilton@nrc.gov.

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 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 by 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. Tentative Schedule

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DISTRIBUTION: DMSSA r/f Jeff Griffis, TTD

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OFC	FSME/MSSA	FSME/APB	FSME/MSSA
NAME	BUsilton	DWhite	BJMcDermott
DATE	8/27/13	8/27/13	8/27/13

OFFICIAL RECORD COPY

INSPECTION PROCEDURES COURSE
October 28-November 1, 2013
Chattanooga, Tennessee

STATE	PARTICIPANT(S)
CALIFORNIA Dept. of Health Services P.O. Box 997414, MS-7610 Sacramento, CA 95899-7414	Jerry Hensley
FLORIDA Dept. of Health Bureau of Radiation Control 4052 Bald Cypress Way, Bin C21 Tallahassee, FL 32399-1741	Nicholas Pospishil
GEORGIA Dept. of Natural Resources 4220 International Parkway, Suite 100 Atlanta, GA 30354	Amy Mundell Gregory Reese
KANSAS Dept. of Health & Environment 1000 SW Jackson, Suite 330 Topeka, KS 66612-1365	Tessa Siemsen
KENTUCKY Radiation Health Program Cabinet for Health & Family Services 275 East Main Street, HS1C-A Frankfort, KY 40621-0001	Marissa Vega Velez
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	Edward Salomon
NEVADA Bureau of Health Care Quality and Compliance 727 Fairview Drive, Suite E Carson City, NV 89701	Mark Stephens
NEW MEXICO Environmental Dept. P.O. Box 5469 Santa Fe, NM 87502-5469	James Hesch Victor Diaz
NEW YORK CITY HEALTH 22 Cortlandt Street, 28 th Floor New York, NY 10007	Kirshenbaum Valentin

OREGON Radiation Protection Services 800 NE Oregon Street, Suite 640 Portland, OR 97232-2162	Erin DeSemple
SOUTH CAROLINA Dept. of Health & Environmental Control 2600 Bull Street Columbia, SC 29201	Crispulo Isiminger
WASHINGTON Dept. of Health 111 Israel Road, SE P.O. Box 47827 Olympia, WA 98504-7827	Gregoria Rosado
WISCONSIN Dept. of Health Services P.O. Box 2659 Madison, WI 53701-2659	Lauren Ernest

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 28-November 1, 2013, 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 28, 2013, and end at noon on Friday, November 1, 2013. 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 27, 2013, and depart on Friday, November 1, 2013. No rental cars will be authorized for travel. If traveling by air, you need to contact Carlson Travel at 1-800-453-8396 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. Effective January 1, 2013, reimbursement for mileage is 56.5 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, Tennessee, 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 Web site to receive a copy of the travel instructions and voucher for reimbursement.

Below are a few suggestions for lodging in the Chattanooga area:

Residence Inn:

Book a room at Residence Inn Chattanooga Near Hamilton Place at the Nuclear Regulatory Commission rate >>

Hampton Inn:

www.chattanoogaairporti75.hamptonInn.com

The Hampton Inn has free shuttle service to and from the Airport, local shopping and to and from the training center.

INSPECTION PROCEDURES COURSE
Tentative Schedule for October 28-November 1, 2013

	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	Q&A 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/Q&A Session	Staff
WEDNESDAY	8 AM	- 9 AM	Industrial Gauges & Sources	Razo
	9 AM	- 10 AM	Industrial Gauges & Sources	Razo
	10 AM	- 11 AM	Industrial Gauges & Sources	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

INSPECTION PROCEDURES COURSE
Tentative Schedule for October 28-November 1, 2013

	START	STOP	TOPIC	PRESENTER
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	Razo
	2 PM	- 3 PM	Industrial Radiography	Razo
	3 PM	- 4:30 PM	Well Logging	Razo
	4:30 PM	- 5 PM	Hands-on/ Q&A Session	Staff
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.