



**UNITED STATES  
NUCLEAR REGULATORY COMMISSION**  
WASHINGTON, D.C. 20555-0001

December 21, 2016

ALL AGREEMENT STATES, VERMONT, WYOMING

ACCEPTANCE TO THE FISCAL YEAR 2017 INTEGRATED MATERIALS PERFORMANCE  
EVALUATION PROGRAM TEAM MEMBER TRAINING (STC-16-094)

**Purpose:** To provide the list of students selected for the fiscal year 2017 Integrated Materials Performance Evaluation Program (IMPEP) Team Member Training.

**Background:** The U.S. Nuclear Regulatory Commission (NRC) conducts periodic reviews of Agreement State programs to ensure that public health and safety are adequately protected from the potential hazards associated with the use of radioactive materials and that Agreement State programs are compatible with the NRC's program. The IMPEP employs a team of NRC and Agreement State staff to assess both Agreement State and NRC Regional Office radioactive materials programs. Annually, the NRC offers the IMPEP Team Member Training to NRC and Agreement State radiation control program employees with an interest in performing IMPEP reviews.

**Discussion:** Students selected to attend the February 13-15, 2017, IMPEP Team Member training in North Bethesda, Maryland are provided in Enclosure 1. Please provide this notification to each accepted individual from your program. Students attending this course will be paid travel and per diem by the NRC. Detailed guidance for students is provided in Enclosure 2. Please inform us of any cancellations immediately so that individuals on the waiting list have an opportunity to attend. The tentative course schedule is provided in Enclosure 3.

If you have any questions regarding this correspondence, please contact the individual named below:

POINT OF CONTACT: Lisa Dimmick  
TELEPHONE: (301) 415-0694

E-MAIL: [Lisa.Dimmick@nrc.gov](mailto:Lisa.Dimmick@nrc.gov)

***/RA Paul Michalak for/***

Daniel S. Collins, Director  
Division of Material Safety, State, Tribal  
and Rulemaking Programs  
Office of Nuclear Material Safety  
and Safeguards

1. List of Students
2. Instructions to Students
3. Tentative Course Schedule

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Enclosures:

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DISTRIBUTION: MSTR r/f

**ML16343B025**

OFC	NMSS/MSTR/ASPB	NMSS/MSTR/ASPB	NMSS/MSTR/ASPB	NMSS/MSTR
NAME	LDimmick	MCasby (via email)	PMichalak	PMichalak for DCollins
DATE	12/16/16	12/16 /16	12/21/16	12/21/16

**OFFICIAL RECORD COPY**

IMPEP TEAM MEMBER TRAINING  
February 13-15, 2017  
North Bethesda, Maryland

STATE	PARTICIPANT
Kansas	James Uhlemeyer
Minnesota	Brandon Juran
New Jersey	Jack Tway
New Mexico	Michael Ortiz
New York	Bob Dansereau
New York	Dan Samson
North Dakota	Dale Patrick
South Carolina	Andrew Roxburgh
Washington	Kevin Siebert
Wisconsin	Megan Shober

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** This is to advise you that those individuals listed on Enclosure (1) have been accepted for participation in the fiscal year 2017 Integrated Materials Performance Evaluation Program (IMPEP) Team Member training. This course is scheduled to be presented February 13-15, 2017, at the U.S. Nuclear Regulatory Commission's (NRC) Professional Development Center (PDC). The PDC is located at the Three White Flint North building which is situated across Marinelli Road from One White Flint North between the White Flint Metro station entrance and the Metro parking garage. The address for the building is 11601 Landsdown Street, North Bethesda, MD 20852. Please allow sufficient time to process through security upon arrival. You will be required to show proof of identification when you arrive. After you have processed through security, you will be escorted by an NRC employee to the 2<sup>nd</sup> floor where the training will be held.

**COURSE:** This 2 1/2 day course will begin at 8:30 a.m. and end at 4:30 p.m. each full day with 1 hour for lunch. On Wednesday, February 15th, the course will end at 11:45 a.m. Please allow sufficient time to process through security upon arrival, and note that one form of picture identification is required. 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.

**LODGING AND TRAVEL:** Please plan to arrive on Sunday, February 12, 2017, and depart on Wednesday, February 15, 2017. Students must make their own lodging and travel arrangements. If traveling by air, please contact El Sol Travel at 844-244-6694 for airline reservations, and indicate that the travel is "Invitational" for the NRC. Please select a fully refundable Government fare if one is available, and make sure that El Sol Travel correctly direct bills your fare to credit card ending 2835. Flights may be converted to less costly, non-refundable tickets, so please select carefully. If the need arises and you must make a change, please contact Marcia Casby at (301) 415-6525.

Please complete the Travel Application Form, which will be provided to you, and submit to Marcia Casby, [ASTrainingandtravel.Resource@nrc.gov](mailto:ASTrainingandtravel.Resource@nrc.gov) at your earliest opportunity, but no later than January 6, 2017. Training participants for the 2017 IMPEP Team Member Training will stay at the Bethesda North Marriott Hotel and Conference Center, conveniently located on the Metro (White Flint Station on the Red Line), directly across from, and within walking distance of the training site. The per diem for North Bethesda, Maryland is \$182 hotel and \$69 meals and incidentals. **Please book your hotel reservation online by Tuesday, January 17, 2017,** using the dedicated booking Web site provided below. Students who elect to stay at an alternate hotel will not be reimbursed for transportation between their hotel and the training site.

Bethesda North Marriott Hotel & Conference Center  
5701 Marinelli Road  
North Bethesda, Maryland 20852

Reserve online at <https://aws.passkey.com/e/48984294>, or

Reservations Toll Free: 1-877-212-5752  
Reservations Local Phone: 1-301-822-9200

Reference the IMPEP Training Room Block.

**DIRECT DEPOSIT:** We are very pleased to be offering Direct Deposit for travel reimbursements. If you prefer this method, please complete the form located on our Web site and follow the instructions on the form. Once you have signed up for Direct Deposit, you are in the system and will not need to complete a new form unless your banking information changes. When it is time to complete your voucher for reimbursement, in the address box enter "Enrolled for Direct Deposit." If you have any questions regarding direct deposit, please contact Lindsey Hawkins at (301) 415-6268.

## AGENDA

### INTEGRATED MATERIALS PERFORMANCE EVALUATION PROGRAM (IMPEP)

#### TEAM MEMBER TRAINING

Monday, February 13, 2017 to Wednesday, February 15, 2017

Day 1	8:30–10:00	Welcome/Orientation, Introduction to AS Program and IMPEP Basics, Technical Staffing and Training Indicator, Start group exercise
	10:00-10:15	<i>Break</i>
	10:15-11:45	Status of the Materials Inspection Program, Technical Quality of Inspections, Continue group exercise
	11:45–1:00	<i>Lunch</i>
	1:00–2:30	Technical Quality of Licensing Actions, Technical Quality of Incidents and Allegations, Continue group exercise
	2:30—2:45	<i>Break</i>
	2:45–4:00	Compatibility Requirements, Sealed Source and Device Evaluation, Low-level Radioactive Waste Disposal , Uranium Recovery, Continue group exercise
	4:00-4:30	Wrap up
Day 2	8:30–10:00	Management Review Board, Adequacy and Compatibility, Oversight tools, Finish group exercise
	10:00-10:15	<i>Break</i>
	10:15-11:30	New Hampshire report and questionnaire, IMPEP reports
	11:30–12:45	<i>Lunch</i>
	1:00–3:30	New Hampshire IMPEP MRB,
	3:30–4:30	MRB takeaways, Daily Wrap-Up
Day 3	8:30–10:00	IMPEP team Preparation, Communication, Performance Based Reviews,
	10:00-10:15	<i>Break</i>
	10:15-11:45	NMED demonstration, IMPEP team member qualification, Daily Wrap-Up, Course Evaluation