



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

July 14, 2017

STATE LIAISON OFFICERS

2017 NATIONAL STATE LIAISON OFFICER CONFERENCE (STC-17-055)

Purpose: To: (1) invite all State Liaison Officers (SLO) to attend the 2017 National State Liaison Officer Conference to be held September 26-27, 2017, in Rockville, Maryland; (2) inform participants about an opportunity to attend one of two optional training sessions on September 28, 2017; and (3) provide participants with registration and travel information.

Background: Approximately every 2 years, the U.S. Nuclear Regulatory Commission (NRC) convenes a meeting with all SLOs to discuss issues of interest to the States and the NRC in the areas of nuclear regulation, nuclear security, radiological public health and safety, and environmental issues. This meeting provides a unique opportunity to discuss issues of mutual interest with representatives from multiple States and NRC senior management.

Discussion: The NRC will fund the travel of each SLO (or one designated representative) to attend the 2017 National State Liaison Officer Conference, which is scheduled for Tuesday and Wednesday, September 26 and 27, 2017, at the Bethesda North Marriott Hotel & Conference Center, in Rockville, MD. In addition, two optional half-day training sessions will be offered on Thursday, September 28, 2017, at the NRC headquarters building in Rockville, MD. Some panels being developed for the conference include: cyber security and grid reliability; high level waste; transportation of radioactive materials; radiological emergency preparedness; reactor decommissioning; and a panel on current radioactive materials topics.

Online registration and information about the conference and the two training offerings can be found at <http://www.nrc.gov/public-involve/conference-symposia/2017-national-state-liaison-officers-conf.html>. Detailed registration and travel guidance for attendees is provided in the enclosure to this letter. If you have any questions regarding this correspondence or the 2017 National State Liaison Officer Conference, please contact:

POINT OF CONTACT: Sarah Lopas
TELEPHONE: (301) 415-6360

E-MAIL: Sarah.Lopas@nrc.gov

/RA/ KWilliams for DCollins

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

Enclosure:
Attendee instructions

SUBJECT: 2017 NATIONAL STATE LIAISON OFFICER CONFERENCE (STC-17-055)

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NAME	SLopas	MCasby	STalley for CEinberg	KWilliams for DCollins
DATE	7/7/17	7/10/17	7/10/17	7/14/17

OFFICIAL RECORD COPY

INSTRUCTIONS TO ATTENDEES

CONFERENCE DETAILS: The 2017 National State Liaison Officer Conference will take place Tuesday and Wednesday, September 26 and 27, 2017, at the Bethesda North Marriott Hotel & Conference Center, located at 5701 Marinelli Road, Rockville, MD 20852. The conference will run from approximately 8:00 a.m. to 5:00 p.m. on both days. The Bethesda North Marriott Hotel & Conference Center is within walking distance from the White Flint Metro station and the NRC's headquarters buildings.

Two optional training sessions will take place on Thursday, September 28, 2017, at the U.S. Nuclear Regulatory Commission (NRC) headquarters Three White Flint Building, located at 11601 Landsdown Street, North Bethesda, MD 20852.

- A workshop on small modular reactors, advanced reactors, and other nuclear technology, and the current rulemaking on emergency preparedness regulations for these technologies, will take place from 8:30 a.m. to 12:00 p.m. in the NRC's Professional Development Center.
- Response Technical Tools for Core Damage Assessment will run from 8:00 a.m. to 4:00 p.m. in the NRC's Operations Center in the Three White Flint building.

Both training sessions will take place at the same time; attendees may choose to participate in one training session only.

CONFERENCE REGISTRATION: You must register online for the 2017 National State Liaison Officer National Conference by filling out a simple form at <http://www.nrc.gov/public-involve/conference-symposia/nsloc/natl-state-liaison-officers-conf-reg-form.html>. Please complete the online registration form by July 31, 2017. Additional information, including a draft conference agenda and additional details regarding the two training session offerings, will be added to the conference Web site as it becomes available.

INVITATIONAL TRAVEL: Upon receipt of your online registration form, Ms. Marcia Casby, Agreement State Training and Travel Coordinator, will reply with a travel application form to be completed and returned to her at ASTrainingandTravel.Resource@nrc.gov at your earliest opportunity, but no later than Friday, September 1, 2017.

FUNDING: Attendees will receive the following funding/reimbursements:

- Hotel and hotel tax for check-in no earlier than Monday, September 25, and check out no later than Thursday, September 28. If available flights will not allow you to return home by midnight, you may elect to depart the following morning.
 - Hotel, *not to exceed \$231 plus applicable taxes* per day, is paid by the attendee and reimbursed by NRC.
 - Hotel tax is a separate line item on the voucher for reimbursement.
 - The NRC will not reimburse for hotel costs above \$231 plus applicable taxes per day.
- Flight (directly billed to the NRC).
- Baggage fees (reimbursed by the NRC).
- Mileage for personal vehicle (reimbursed at \$0.535 cents per mile by the NRC).
- Parking and tolls.
- Taxi, shuttle, or other ground transportation.

Enclosure

- Rental cars are *not* authorized for reimbursement.
- Meals and incidentals (paid by the attendee and reimbursed by the NRC via a per diem of \$69 per day).
 - The reimbursement is 3/4 of \$69 on the first and last day of travel.

TRAVEL: Please plan to arrive on Monday, September 25, 2017, and depart on Thursday, September 28, 2017. If you are participating in the full-day Response Technical Tools for Core Damage Assessment training course on Thursday, September 28, you may elect to depart on Friday, September 29.

Attendees must make their own lodging and travel arrangements. For airline reservations, contact the NRC's travel management company, El Sol Travel, Inc. at 844-244-6694, and indicate that the travel is "Invitational" for the NRC. Please select a fully-refundable Government fare and make sure that El Sol Travel, Inc. correctly direct-bills your fare to the NRC credit card ending 2835. Flights may be converted by Marcia Casby to less costly, non-refundable tickets, so please select carefully. If the need arises, and you must make a change, contact Marcia Casby at (301) 415-6525.

LODGING: A block of rooms has been reserved at the Bethesda North Marriott Hotel & Conference Center (where the conference will take place) for an agreed-upon rate of \$231 (plus taxes) per night:

Bethesda North Marriott Hotel & Conference Center
5701 Marinelli Road
North Bethesda, MD 20852
Phone: (301) 822-9200

Hotel reservations can be made at <https://aws.passkey.com/e/49213876>.

Please note the following:

- The NRC will not reimburse a State directly. All reimbursements are paid directly to the traveler, and all receipts should identify the traveler as the payer.
- The NRC will only reimburse hotel expenses up to the Federal per diem rate of \$231 (plus taxes) per night.
- High speed internet is *not* reimbursable by NRC. However, we have negotiated complimentary high-speed internet at the Bethesda North Marriott Hotel & Conference Center. Upon check-in, please confirm that you will not be charged.
- Individuals can make hotel reservations using the link above or by calling Marriott Reservations at 1-800-228-9290 or 301-822-9200. If calling, individuals must identify themselves as part of the "NRC National State Liaison Officer Conference in September 2017" to receive the special group rate.
- A credit card is required to guarantee individual reservations.

- **Hotel reservations must be made by 5:00 p.m. on Friday, September 1, 2017.** The hotel will continue to accept reservations after the specified cut-off date on a space- and rate-available basis.
- **GROUND TRANSPORTATION:** *Super Shuttle* (800-BLUE-VAN or 800-258-3826; www.supershuttle.com) services all three of the DC area airports. If you are flying into Reagan National Airport, you can take the BLUE LINE Metrorail (train) to the Metro Center Station or the YELLOW LINE Metrorail to the Gallery Place/Chinatown Station, then transfer to the RED LINE in the direction of Shady Grove Station. The NRC headquarters building and the Bethesda North Marriot Hotel & Conference Center are located at the White Flint Metro Station. A map of the Metrorail System and a Trip Planner are available at the Washington Metropolitan Area Transit Authority Web site: <https://www.wmata.com/service/rail/>.