

STATE	YES/DATE	NO
ALABAMA	2/13/03 - no training	
ARIZONA	2/13/03	
ARKANSAS	2/12/03	
CALIFORNIA		
COLORADO	2/18/03	
FLORIDA	2/15/03	
GEORGIA	2/13/03	
IOWA	1/10/03	
ILLINOIS	2/11/03	
KANSAS	1/23/03	
KENTUCKY	2/19/03	
LOUISIANA	1/14/03	
MAINE		
MARYLAND	2/13/03	
MASSACHUSETTS	2/13/03	
MISSISSIPPI	1/17/03	
NEBRASKA		
NEVADA	2/17/03 - no applicants	
NEW HAMPSHIRE	2/14/03	
NEW MEXICO		
NYS DOH		
NY DOL		
NY DEC	2/13/03	
NYC DOH		
NORTH CAROLINA	got e-mail asking for copy 2/14/03 - not sure	
NORTH DAKOTA		
OHIO	no applicants - phone message	
OKLAHOMA		
OREGON	2/18/03	
RHODE ISLAND	1/10/03	
SOUTH CAROLINA	2/14/03	
TENNESSEE	1/15/03	
TEXAS	2/11/03	
TEXAS COMMISSION ON ENVIRONMENTAL QUALITY	2/13/03	
UTAH	1/27/03	
WASHINGTON	1/16/03	
MINNESOTA	sent e-mail to say will send	
PENNSYLVANIA	2/18/03	
WISCONSIN	1/29/03	

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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**Reactor Technology**

GE BWR/4 Technology (R-104B)		
GE BWR/4 Technology (R-200B)		
GE BWR/4 Technology (R-304B)		
GE BWR/4 Advanced Technology (R-504B)		
BWR/4 Simulator Course (R-601B)		
GE BWR/4 Simulator (R-624B)		
GE BWR/4 Simulator Refresher (R-704B)		
BWR Maintenance Training Overview (R-802B)		
GE BWR/4 Technology Review (R-904B)		
Westinghouse Technology (R-104P)		
Westinghouse Technology (R-200P)		
Westinghouse Technology (R-304P)		
Westinghouse Advanced Technology (R-504P)		
Westinghouse Simulator Course (R-601P)		
Westinghouse Simulator (R-624P)		
Westinghouse Simulator Refresher (R-704P)		
Westinghouse Maintenance Training Overview (R-802P)		
Westinghouse Technology Review (R-904P)		
CE Technology Cross Training (R-325C)		
CE Simulator Refresher (R-705P)		
CE Technology Review (R-905P)		
B&W Technology Cross Training (R-326C)		
B&W Simulator Refresher (R-706P)		
B&W Technology Review (R-906P)		
Reactor Concepts (R-100)	1	
Perspectives on Reactor Safety (R-800)		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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**Risk Assessment**

Probability and Statistics for PRA (P-102)		
PRA Basics for Regulatory Applications (P-105)		
PRA Insights Into IPEs (P-106)		
PRA for Technical Managers (P-107)		
PRA Technology and Regulatory Perspectives (P-111)		
System Modeling Techniques for PRA (P-200)		
SAPHIRE Basics (P-201)		
Advanced SAPHIRE (P-202)		
Human Reliability Assessment (HRA) (P-203)		
External Events (P-204)		
Accident Progression Analysis (P-300)		
Accident Consequence Analysis (P-301)		
Risk Assessment in Event Evaluation (P-302)		
Introduction to Risk Assessment in NMSS (P-400)	1	
Introduction to Risk Assessment in NMSS for Technical Managers (P-401)		
Introduction to Risk Assessment in NMSS for Administrative Staff (P-402)		
Quantitative Risk Analysis (P-403)		
Byproduct Materials System of Risk Analysis and Evaluation in NMSS (P-405)		

**Engineering Support**

Power Plant Engineering Directed Self-Study (E-110S)		
Emergency Diesel Generators (E-111)		
Motorized Valve Actuators (E-112)		
Nondestructive Examination (NDE) Technology and Codes (E-306)		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Eddy Current Testing (E-307)		
Welding and NDE Overview (E-901)		

**Radiation Protection**

Site Access Training (H-100)		
Site Access Refresher Training (H-101)		
NMSS Radiation Worker Training (H-102)		
Applied Health Physics (H-109)	4	2
Environmental Monitoring for Radioactivity (H-111)	11	15
Introductory Health Physics (H-117)	4	4
Air Sampling for Radioactive Materials (H-119)	10	6
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)	3	11
Basic Health Physics Technology Course (H-122)	6	4
Health Physics Technology (H-201)	7	2
Radwaste Management(H-202)		
Emergency Preparedness Technology (H-203)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)	21	5
Safety Aspects of Industrial Radiography (H-305)	17	5
Transportation of Radioactive Materials (H-308)	21	15
Internal Dosimetry and Whole Body Counting (H-312)		
Teletherapy and Brachytherapy (H-313)	19	14
Safety Aspects of Well Logging (H-314)	12	3
Irradiator Technology (H-315)	2	3
Health Physics Topical Review (H-401)	3	2
Emergency Preparedness Special Topics (H-402)		
High Level Waste (HLW) Repository Health Physics (H-403)		
RESRAD (H-410)	2	7

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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**Fuel Cycle**

Nuclear Criticality Safety Directed Self-Study (F-101S)		
General Health Physics Practices for Fuel Cycle Facilities Directed Self-Study (F-102S)		
Health Physics For Uranium Recovery (F-104)		
Fuel Cycle Processes Directed Self-Study (F-201S)		
Fire Protection for Fuel Cycle Facilities Directed Self-Study (F-206S)		
Uranium Enrichment Process Directed Self-Study (F-204S)		

**Safeguards**

Physical Security Fundamentals (S-103)		
Bomb Threat Management (S-106)		
Introduction to Physical Security Systems (S-118)		
Safeguards Technology Refresher (S-402)		
Nuclear Materials Management and Safeguards (S-605)		

**Regulatory Skills**

Fundamentals of Inspection (G-101)		
Fundamentals of Inspection Refresher (G-102)		
Field Techniques and Regulatory Processes Course (G-103)		
Conducting Inspections (G-105)		
Non-Power Reactor Technology (G-106)		
Examination Techniques (G-107)		
Inspection Procedures (G-108)	28	9
Licensing Practices and Procedures (G-109)	25	7
OSHA Indoctrination(G-111)		
Root Cause/Incident Investigation Workshop (G-205)	21	19
Human Performance Investigation Workshop (G-206)		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
Root Cause/Incident Investigation Refresher Workshop (G-207)	2	1
Inspecting for Performance Course (G-303)		
Inspecting for Performance Course - Materials Version (G-304)	13	19

**Communications**

Staff Participation in NRC's Performance Appraisal		
Feedback Techniques for Non-Selected Internal		
Interviewing Skills and Techniques for Recruiters		
Selection Interviewing Workshop		
Briefing Techniques	2	
Communicating with the Public		
Effective Communications for NRC Inspectors		
Gathering Inspection Information Through Interviews		
Media Training Workshop		
Public Outreach Meetings		
Technical Writing for Supervisors and Their Staff		

**Computer Applications**

ADAMS Document Processing		
ADAMS for NRC Staff	1	
ADAMS: Searching Using Advanced Find		
Access: Introduction to Relational Databases		
Access 2000: For New Users	2	
Access 2000: For Experienced Users		
GroupWise: Communication Techniques		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
GroupWise E-Mail and Calendar		
Informa Filler: Introduction		
Graphs and Charting: Concepts and Practice		
Presentations 8: Building a Computer Slide Show		
HTML for WordPerfect 8.0 Users: An Introduction		
Netscape Navigator 4.7		
Quattro Pro 8: Advance Topics		
Quattro Pro 8: An Introduction		
Windows NT: Linking Your Applications		
WordPerfect 8: Advanced Document Layout & Design		
WordPerfect 8: Formatting Multiple Page Documents		
WordPerfect 8: Formatting Agency Documents		
WordPerfect 8: Mastering the Basics		
WordPerfect 8: Tables: Introduction		
WordPerfect for Microsoft Word Users		
Cold Fusion Module One		
Cold Fusion Module Two		
Cold Fusion Module Three		
Microsoft Project 98: Introduction		
Microsoft Project 98: Advance Topics		
Power Point 2002: An Introduction		
Power Point 2000 for Super Users		1
Crystal Report 7.0 Design Essentials		
Crystal Report 7.0 Design Intermediate		
Crystal Report 7.0 Design Advanced		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Excel 2000:Basics for New Users		
Excel 2000:Intermediate		
Excel 2000:Formulas and Functions		
GroupWise 5.5		
PC101:Saving and Managing Your Files		
PC101:Windows NT and Mouse Techniques		
Visual Basic 6.0: Introduction		
Visual Basic 6.0:Developing Applications		
Word2000: Document construction		
Word2000:Intermediate		
Web Page Associability Under Section 5.08 Standards		
Web Page Design: From Beginner to Interactive		
Web Page Design: Interactive and Dynamic Pages		
Web Page Design: Using Dreamweaver MX		

**Management**

Conducting and Participating in Meetings		
Facilitation Techniques: Running Large Group		
Small Group Dynamics		
Management Workshop		
Problem Solving and Decision Making		
Conflict Resolution		
Interest-Based Bargaining		
Negotiating Techniques: How to Gain Agreement		
Human Resources Management Practices		



**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Performance Appraisal Refresher		
Managing Change		
Managing the Troubled Employee		
Performance Appraisal Workshop		
Situational Leadership		
Supervising Human Resources		
Leading NRC Work Teams		
System Development and Life-Cycle Management		
Capital Planning and Investment Control		

**Quality of Worklife**

NRC and Its Environment	1	
NRC: What It Is and What It Does	2	
The Regulatory Process	3	
New Employee Orientation		
Financial Planning and TSP for New FERS Employees		
Equal Employment Opportunity (EEO) and Diversity Training for Managers and Supervisors		
Ethics Laws and Rules for NRC Employees		
Mid-Career Retirement Planning		
Planning for Retirement Seminar		
Retirement Planning Review		
Stress Management		
Basic CPR and First Aid		

**Special Disciplines**

Acquisition - Overview - Workshop 1		
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**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
Acquisition - Developing an Independent Government Cost Estimate (IGCE) - Workshop 2	1	
Acquisition - Developing Proposal Evaluation Criteria - Workshop 3	1	
Acquisition - Source Evaluation Panel (SEP) Procedures Workshop 4	1	
Acquisition - Negotiation of Project Terms and Conditions - Workshop 5	1	
Acquisition - Contract Management - Workshop 6	1	
Acquisition - Property Management - Workshop 7		1
Acquisition - Closing Out the Project - Workshop 8		1
Acquisition - Organizational Conflict of Interest - Workshop 9		1
Acquisition - Preparing Statements of Work - Workshop10		1
Acquisition for Supervisors and Managers of Project Managers - Workshop 11		
Administrative Control of Funds		
Financial Management Seminar		
Applied Statistics		
The Joy of Statistics		
Reimbursable Work Workshop		

# Annual Training Needs Forecast Worksheet (February 2001)

Course Name	Total Number of Staff Projected to Attend 04/01 - 09/01/03 03	Total Number of Staff Projected to Attend 10/01 - 03/02 03 04
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## Radiation Protection

Site Access Training (H-100)				
Site Access Refresher Training (H-101)				
NMSS Radiation Worker Training (H-102)				
Applied Health Physics (H-109)	III	3	III	1
Environmental Monitoring for Radioactivity (H-111)	II+I	9	5	5
Introductory Health Physics (H-117)	III	4	III	3
Air Sampling for Radioactive Materials (H-119)	II+I	6	5	5
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)	I	1	III	4
Health Physics Technology (H-201)	II	2	III	4
Radwaste Management (H-202)				
Emergency Preparedness Technology (H-203)				
Diagnostic and Therapeutic Nuclear Medicine (H-304)	IIIIII III	13	IIII	6
Safety Aspects of Industrial Radiography (H-305)	IIIIII III	13	III	3
Transportation of Radioactive Materials (H-308)	IIII I+5+II	14	2+1+6	10
Internal Dosimetry and Whole Body Counting (H-312)				
Teletherapy and Brachytherapy (H-313)	6+1+1+3	12	IIII	8
Safety Aspects of Well Logging (H-314)	5+2+3	10		
Irradiator Technology (H-315)	II	2	II	2
Health Physics Topical Review (H-401)			II	2
Emergency Preparedness/Special Topics (H-402)				
High Level Waste (HLW) Repository Health Physics (H-403)				
Health Physics Technology Overview (H-901)				

RESRAD (H-410)  
Basic Health Physics Technology (H-122)

II 2 II 2  
IIII 6 III 4

## Annual Training Needs Forecast Worksheet (February 2001)

Course Name	Total Number of Staff Projected to Attend 04/01 - 09/01	Total Number of Staff Projected to Attend 10/01 - 03/02
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### Fuel Cycle

Nuclear Criticality Safety Directed Self-Study (F-101S)		
General Health Physics Practices for Fuel Cycle Facilities Directed Self-Study (F-102S)		
Hazards Analysis for DOE SARs and QRAs Including Integrated Safety Analysis (ISA) (F-103)		
Health Physics For Uranium Recovery (F-104)		
Fuel Cycle Processes Directed Self-Study (F-201S)		
Fire Protection for Fuel Cycle Facilities Directed Self-Study (F-206S)		
Uranium Enrichment Process Directed Self-Study (F-204S)		

### Safeguards

Physical Security Fundamentals (S-103)		
Bomb Threat Management (S-106)		
Introduction to Physical Security Systems (S-118)		
Safeguards Technology Refresher (S-402)		
Nuclear Materials Management and Safeguards (S-605)		

### Regulatory Skills

Fundamentals of Inspection (G-101)		
Fundamentals of Inspection Refresher (G-102)		
Field Techniques and Regulatory Practices (G-103)		
Non-Power Reactor Technology (G-106)		
Examination Techniques (G-107)		
Inspection Procedures (G-108)	12+2+5+2+1+3 = 25	3+2+1+1 = 7
Licensing Practices and Procedures (G-109)	2+3+2+2+2+4+1+1 = 22	1+4 = 5
OSHA Indoctrination (G-111)		
Reactor Inspection and Oversight Program (G-200)		
Root Cause/Incident Investigation Workshop (G-205)	1+4+1+1+2+8+1+1 = 19	2+1+2+3 = 8

## Annual Training Needs Forecast Worksheet (February 2001)

Course Name	Total Number of Staff Projected to Attend 04/01 - 09/01	Total Number of Staff Projected to Attend 10/01 - 03/02
Human Performance Investigation Workshop (G-206)		
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course (G-303)		
Inspecting for Performance Course - Materials Version (G-304)	111111 10	3+4+1+5+1 14

**NRC training – 2003****February 13, 2003**Bob Johnson

Apr-28 to May-2, 2003 (H-314) Safety aspects of Well Logging

Houston, TX \$0

Rick HorkyApr-28 to May-2, 2003 (H-314) Safety Aspects of Well Logging  
May 12-16, 2003 (H-305) Safety Aspects of Industrial RadiographyHouston, TX \$0  
St. Rose, LA \$656Steven BernierAug 11-15, 2003 (H-304) Diagnostic and Therapeutic Nuclear Med.  
Aug 18-22, 2003 (H-313) Teletherapy and BrachytherapyHouston, TX \$2160  
Houston, TX \$2140Eric Scott

Jun 2-6, 2003 (H-119) Air Sampling for Radioactive Materials

Oak Ridge, TN \$1695

Projected Training for 2004Bob Johnson

(H-304) Diagnostic and Therapeutic Nuclear Medicine

Rick Horky

(H-304) Diagnostic and Therapeutic Nuclear Medicine

Eric Scott

(H-111) Environmental Monitoring for Radioactivity

Anticipated New Employees

(G-108) Inspection Procedures

(G-109) Licensing Practices and Procedures

(H-308) Transportation of Radioactive Materials

*South Carolina*

### Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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#### Radiation Protection

Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)	1	
Safety Aspects of Industrial Radiography (H-305)		
Transportation of Radioactive Materials (H-308)		
Teletherapy and Brachytherapy (H-313)		
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
RESRAD (H-410)		

#### Regulatory Skills

Inspection Procedures (G-108)		
Licensing Practices and Procedures (G-109)	1	
Root Cause/Incident Investigation Workshop (G-205)	1	1
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course - Materials Version (G-304)		

**From:** "Kenneth Weaver" <klweaver@smtpgate.dphe.state.co.us>  
**To:** "Eugene Potter" <ewpotter@smtpgate.dphe.state.co.us>  
**Date:** 2/18/03 3:48PM  
**Subject:** Colorado Radiation Management Program Training Needs

For the period April-September 2003:

H-305, James Jarvis  
H-308, Ed Stroud  
G-108, James Jarvis

For the period October 2003-March 2004

H-304, Phil Egid  
H-313, Brian Vamvakias  
H-313, Phil Egid

NMED training  
3 individuals

Sealed Source Workshop  
2 individuals



## State of Oregon

### Annual Training Needs Forecast Worksheet (December 2002)

	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
<b>Radiation Protection</b>		
Applied Health Physics (H-109)		
<b>Environmental Monitoring for Radioactivity (H-111)</b>		<b>1</b>
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation <b>Manual (MARSSIM) (H-121)</b>		<b>1</b>
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
<b>Diagnostic and Therapeutic Nuclear Medicine (H-304)</b>	<b>1</b>	<b>1</b>
<b>Safety Aspects of Industrial Radiography (H-305)</b>	<b>1</b>	
<b>Transportation of Radioactive Materials (H-308)</b>	<b>1</b>	<b>1</b>
<b>Teletherapy and Brachytherapy (H-313)</b>	<b>1</b>	<b>1</b>
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
RESRAD (H-410)		
<b>Regulatory Skills</b>		
Inspection Procedures (G-108)		
Licensing Practices and Procedures (G-109)		
Root Cause/Incident Investigation Workshop (G-205)		
Root Cause/Incident Investigation Refresher Workshop (G-207)		
<b>Inspecting for Performance Course - Materials Version (G-304)</b>	<b>1</b>	<b>1</b>

**From:** Robin Haden <robin.haden@ncmail.net>  
**To:** Brenda Usilton <BGU@nrc.gov>  
**Date:** 2/14/03 5:09PM  
**Subject:** Re: FY 03-04 TRAINING CALL

Thanks, Brenda. I found it with no problems. For the current fiscal year and the next fiscal year, it is unclear as to whether we will have any funding for this type of training. Normally, I would simply fill in the zeroes and be done with it; however, there is currently a HP vacancy in the Radioactive Materials Program. It is entirely possible that this person would need some of the core courses. With that in mind, I would say 'zero' would be our answer for 04/03 - 09/03 and that 'possibly one' for a couple of core courses would be our answer for 10/03 - 03/04 based on current budget constraints. Now ... how do I make that fit your form ... or do I?

Robin

Brenda Usilton wrote:

>Robin,

>

>If you go to our homepage and click on NRC-Agreement State letters. Click on 2003 and then training and it will be STP-03-001.

>Brenda

>

>

>

>>>>Robin Haden <robin.haden@ncmail.net> 02/14/03 11:02AM >>>

>>>>

>>>>

>Brenda,

>

>It's possible that I got the original ... but my email has been eating  
>itself ... or so it would appear. Can you email me the letter so that I  
>can get a response to you today?

>

>Thanks,

>Robin Haden

>

>Brenda Usilton wrote:

>

>

>

>>Dear Subscribers,

>>

>>A letter went out on January 9, 2003 requesting States to give their input to the FY-03 and FY04 training call. To date we only have 13 states that have responded to this training call. I would like to see more states submit their training needs. Therefore, I will give States until the 14th of February to get their training call into STP.

>>

>>If you have any questions please contact Brenda Usilton on 301-415-2348 or BGU @NRC.GOV.

>>

>>Sincerely,

>>

>>

**Annual Training Needs Forecast Worksheet (December 2002)**  
**Pennsylvania, Department of Environmental Protection, Bureau of Radiation Protection**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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**Radiation Protection**

Applied Health Physics (H-109)	
Environmental Monitoring for Radioactivity (H-111)	1
Introductory Health Physics (H-117)	
Air Sampling for Radioactive Materials (H-119)	1
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)	2
Basic Health Physics Technology Course (H-122)	
Health Physics Technology (H-201)	3
Diagnostic and Therapeutic Nuclear Medicine (H-304)	1
Safety Aspects of Industrial Radiography (H-305)	1
Transportation of Radioactive Materials (H-308)	3
Teletherapy and Brachytherapy (H-313)	
Safety Aspects of Well Logging (H-314)	
Irradiator Technology (H-315)	
Health Physics Topical Review (H-401)	2
RESRAD (H-410)	

**Regulatory Skills**

Inspection Procedures (G-108)	
Licensing Practices and Procedures (G-109)	
Root Cause/Incident Investigation Workshop (G-205)	
Root Cause/Incident Investigation Refresher Workshop (G-207)	
Inspecting for Performance Course - Materials Version (G-304)	

*New Hampshire  
Department of Health & Human Services  
Bureau of Radiological Health*

**Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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**Radiation Protection**

Applied Health Physics (H-109)	—	1*
Environmental Monitoring for Radioactivity (H-111)	—	1**
Introductory Health Physics (H-117)	—	—
Air Sampling for Radioactive Materials (H-119)	—	—
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)	—	1*
Basic Health Physics Technology Course (H-122)	—	—
Health Physics Technology (H-201)	—	—
Diagnostic and Therapeutic Nuclear Medicine (H-304)	1*	1
Safety Aspects of Industrial Radiography (H-305)	1	—
Transportation of Radioactive Materials (H-308)	—	2
Teletherapy and Brachytherapy (H-313)	1*	1
Safety Aspects of Well Logging (H-314)	—	—
Irradiator Technology (H-315)	—	—
Health Physics Topical Review (H-401)	—	—
RESRAD (H-410)	—	—

**Regulatory Skills**

Inspection Procedures (G-108)	1** or	1**
Licensing Practices and Procedures (G-109)	1** or	1**
Root Cause/Incident Investigation Workshop (G-205)	1*	—
Root Cause/Incident Investigation Refresher Workshop (G-207)	—	—
Inspecting for Performance Course - Materials Version (G-304)	1	1

\* Would likely not be able to send staff - tuition cost prohibitive.  
 \*\* Dependent upon when vacant position is filled, as well as available funding for travel.

**From:** "William Wright" <wwright@arra.state.az.us>  
**To:** <BGU@nrc.gov>  
**Date:** 2/13/03 4:35PM  
**Subject:** Annual Training Needs- Arizona

Brenda" Here are the needs for Arizona:

04-03 to 09-03: 1 individual to attend G-108 and G-109

10-03 to 03-04: 1 individual to attend H-305, H-308, and H-314

Thanks for the reminder!!!

William Wright  
Prog Mgr  
RAM/NIR

**From:** "Paul Merges" <pjmerges@gw.dec.state.ny.us>  
**To:** <BGU@nrc.gov>  
**Date:** 2/13/03 4:48PM  
**Subject:** Training Needs Survey (STP-03-001) - New York State Department of Environmental Conservation

Here's our needs thru 03/04:

1. Envir. Monitoring (H-111) = 7 staff
2. Intro. HP (H-117) = 1 staff
3. MARSSIM (H-121) = 3 staff
4. HP Technology (H-201) = 2 staff
5. Diagnostic & Therapeutic Nuc Med (H-203) = 2 staff
6. Safety Aspects of Well Logging (H-314) = 1 staff
7. RESRAD (H-410) = 4 staff
8. Root Cause (G-205) = 8 staff
9. Inspecting for Perf (G-304) = 3 staff.

However, we do not have funding for out-of-state travel to attend any of these courses. As has been noted on many occasions over the past 10 years, NY entered into the Agreement with the AEC in 1962 with the clear promise that such training would be provided by AEC (now NRC) at no cost to the Agreement State, except the largest cost - that of paying their salary and benefits while attending such courses. We urge the NRC return to that commitment to the Agreement States before it is too late for this Nation's radiation programs, especially in light of all our added responsibilities under homeland security.

**CC:** <rfraass@CRCPD.ORG>, "Barbara Youngberg" <bayoungb@gw.dec.state.ny.us>

**From:** "Muhammadali Abbaszadeh" <MABBASZA@tceq.state.tx.us>  
**To:** <stp-announcements@nrc.gov>  
**Date:** 2/13/03 4:54PM  
**Subject:** Re: FY 03-04 TRAINING CALL

Hi Brenda,

I hope you are doing good. As you know I am in for the Inspection Procedures Course (G108) in April. However, due to budget cut for our state agency , almost all out of state travels for FY 2003 have been canceled for now. I will not be able to go to the course in April but I may be able to go to the one in September. Please (if possible) register me for the September Class and take me off the April Class. I am sending you this e-mail after talking to my Supervisor (Pat Fontenot).

My training need for FY03-04: RESRAD (H-410) on 3/04

Muhammadali Abbaszadeh  
Health Physicist/Border, UIC, & Rad Waste Liaison  
Texas Commission on Environmental Quality(TCEQ)  
Waste & ER Program Support Section  
Field Operations Division--Central Office  
mabbasza@tceq.state.tx.us  
512/239-6078

>>> BGU@nrc.gov 02/12/03 03:07PM >>>  
Dear Subscribers,

A letter went out on January 9, 2003 requesting States to give their input to the FY-03 and FY04 training call. To date we only have 13 states that have responded to this training call. I would like to see more states submit their training needs. Therefore, I will give States until the 14th of February to get their training call into STP.

If you have any questions please contact Brenda Usilton on 301-415-2348 or BGU @NRC.GOV.

Sincerely,

Brenda Usilton  
Training Coordinator

**Annual Training Needs Forecast Worksheet (December 2002)**

*Florida*  
*2/5/03*

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	---	---

**Radiation Protection**

Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)	1	1
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)	1	1
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)	1	1
Safety Aspects of Industrial Radiography (H-305)	1	1
Transportation of Radioactive Materials (H-308)		
Teletherapy and Brachytherapy (H-313)		1
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
RESRAD (H-410)	1	1

**Regulatory Skills**

Inspection Procedures (G-108)	12	12 (see note below)
Licensing Practices and Procedures (G-109)	2	
Root Cause/Incident Investigation Workshop (G-205)		
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course - Materials Version (G-304)		

NOTE: Inspection Procedures (G-108)

We have made arrangements with John Ricci to host the fall (03) class in Orlando, Florida. We have been asked to support 12 of our staff attending.

Also, the number of staff projected to attend any NRC course is based on the availability of our expense money and approval to travel out-of-state.



## Annual Training Needs Forecast Worksheet (December 2002)

### GEORGIA

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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#### Radiation Protection

Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)	1	
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		1
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)		
Safety Aspects of Industrial Radiography (H-305)		
Transportation of Radioactive Materials (H-308)	1	
Teletherapy and Brachytherapy (H-313)	1	2
Safety Aspects of Well Logging (H-314)		1
Irradiator Technology (H-315)		1
Health Physics Topical Review (H-401)	1	
RESRAD (H-410)		

#### Regulatory Skills

Inspection Procedures (G-108)	
Licensing Practices and Procedures (G-109)	
Root Cause/Incident Investigation Workshop (G-205)	1
Root Cause/Incident Investigation Refresher Workshop (G-207)	
Inspecting for Performance Course - Materials Version (G-304)	

## Massachusetts Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	--	--

### Radiation Protection

Applied Health Physics (H-109)	1	
Environmental Monitoring for Radioactivity (H-111)	1	
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)	1	1
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)	2	1
Diagnostic and Therapeutic Nuclear Medicine (H-304)	3	
Safety Aspects of Industrial Radiography (H-305)		
Transportation of Radioactive Materials (H-308)	1	1
Teletherapy and Brachytherapy (H-313)	3	
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)	1	
RESRAD (H-410)		

### Regulatory Skills

Inspection Procedures (G-108)	1	
Licensing Practices and Procedures (G-109)	1	
Root Cause/Incident Investigation Workshop (G-205)		1
Root Cause/Incident Investigation Refresher Workshop (G-207)	1	1
Inspecting for Performance Course - Materials Version (G-304)	1	

To: Brenda

January 9, 2003

ALL AGREEMENT STATES  
MINNESOTA, PENNSYLVANIA, WISCONSIN

TRAINING NEEDS SURVEY (STP-03-001)

The purpose of this letter is to request your input on forecasting training needs for Agreement States for the period of April 1, 2003 to March 30, 2004. We would appreciate your input\* to the training survey no later than 30 days from the date of receipt of this letter. This information will then be factored into our technical training program offered by the Technical Training Center. We would appreciate your indicating the number of applications that you intend to submit for each training class (these you are prepared to financially support, travel at a minimum).

Thank you for your attention to this matter. If you have any questions regarding this correspondence, please contact me at (301) 415-2325 or the individual named below.

POINT OF CONTACT:	Brenda G. Usilton	INTERNET: BGU@NRC@GOV
TELEPHONE	(301) 415-2348	FAX: (301) 415-3502

/RA/

Josephine M. Piccone, Deputy Director  
Office of State and Tribal Programs

Enclosure.  
As stated

\*This information request has been approved by OMB 3150-0029, expiration 06/30/04. The estimated burden per response to comply with this voluntary collection is approximately 6 hours. Forward any comments regarding the burden estimate to the Information and Records Branch (T-6F33), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, and to the Paperwork Reduction Project (3150-0029), Office of Management and Budget, Washington, DC 20503. If a document 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, a collection of information.

STP-03-001

Distribution:  
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**DOCUMENT NAME:** g:\bgu\STP-03-001.wpd

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OFFICE	STP	C	STP:DD						
NAME	BUilton		JMPiccone						
DATE	01/9/2003		01/9/2003						

ML030100045

OFFICIAL RECORD COPY

WISCONSIN

## Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	--	--

## Radiation Protection

Applied Health Physics (H-109)	1	1
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		1
Diagnostic and Therapeutic Nuclear Medicine (H-304)	1	
Safety Aspects of Industrial Radiography (H-305)	2	
Transportation of Radioactive Materials (H-308)	2	
Teletherapy and Brachytherapy (H-313)		2
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
RESRAD (H-410)		

## Regulatory Skills

Inspection Procedures (G-108)	2	
Licensing Practices and Procedures (G-109)	2	
Root Cause/Incident Investigation Workshop (G-205)		
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course - Materials Version (G-304)		3 *

\* March - April 2004

## Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	--	--

## Radiation Protection

Applied Health Physics (H-109)		1
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		1
Basic Health Physics Technology Course (H-122)	1	1
Health Physics Technology (H-201)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)		
Safety Aspects of Industrial Radiography (H-305)		
Transportation of Radioactive Materials (H-308)	1	2
Teletherapy and Brachytherapy (H-313)		
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		1
Health Physics Topical Review (H-401)		
RESRAD (H-410)	1	

## Regulatory Skills

Inspection Procedures (G-108)		
Licensing Practices and Procedures (G-109)		
Root Cause/Incident Investigation Workshop (G-205)	1	
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course - Materials Version (G-304)		

Arkansas Dept. of Health  
Radiation Control & Emergency Management

Please contact Jared Thompson if there are  
further questions



2/12/03

Tx  
2/11/03

**Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	---	---

**Radiation Protection**

Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)	1-2	1
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		1
Health Physics Technology (H-201)	2	1-2
Diagnostic and Therapeutic Nuclear Medicine (H-304)	2-4	2
Safety Aspects of Industrial Radiography (H-305)	1	2
Transportation of Radioactive Materials (H-308)	2-4	2
Teletherapy and Brachytherapy (H-313)	4-6	2
Safety Aspects of Well Logging (H-314)	5-6	
Irradiator Technology (H-315)		1
Health Physics Topical Review (H-401)		
RESRAD (H-410)		

**Regulatory Skills**

Inspection Procedures (G-108)	2-5	3-4
Licensing Practices and Procedures (G-109)	2	
Root Cause/Incident Investigation Workshop (G-205)	2-4	2
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course - Materials Version (G-304)	1	2-4

# DEPARTMENT OF NUCLEAR SAFETY

1035 OUTER PARK DRIVE • SPRINGFIELD, ILLINOIS 62704

217-785-9900 • 217-782-6133 (TDD)

Rod R. Blagojevich  
Governor

Gary N. Wright  
Director



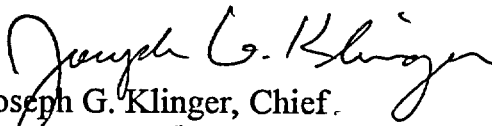
February 7, 2003

Josephine M. Piccone, Deputy Director  
Office of State and Tribal Programs  
U.S. Nuclear Regulatory Commission  
One White Flint North  
11555 Rockville Pike, 3<sup>rd</sup> Floor  
Rockville, MD 20852

Dear Ms. Piccone:

Enclosed is the Illinois Department of Nuclear Safety's input on forecasting training needs for Agreement States for the period of April 1, 2003, to March 30, 2004. Please call me at 217-785-9930 if you have questions.

Sincerely,

  
Joseph G. Klinger, Chief  
Division of Radioactive Materials

JGK:JME

enclosure

STP

03 FEB 11 PM 2:36



### Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	---	---

#### Radiation Protection

Applied Health Physics (H-109)		2
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)		
Safety Aspects of Industrial Radiography (H-305)		
Transportation of Radioactive Materials (H-308)	1	
Teletherapy and Brachytherapy (H-313)		
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
RESRAD (H-410)		

#### Regulatory Skills

Inspection Procedures (G-108)		
Licensing Practices and Procedures (G-109)	2	
Root Cause/Incident Investigation Workshop (G-205)	1	
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course - Materials Version (G-304)	1	

Rhode Island  
11/10/03

### Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	---	---

#### Radiation Protection

Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)	1	
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)	1	
Safety Aspects of Industrial Radiography (H-305)	1	Alternate date
Transportation of Radioactive Materials (H-308)	2	Alternate date
Teletherapy and Brachytherapy (H-313)		
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
RESRAD (H-410)		

#### Regulatory Skills

Inspection Procedures (G-108)	
Licensing Practices and Procedures (G-109)	
Root Cause/Incident Investigation Workshop (G-205)	
Root Cause/Incident Investigation Refresher Workshop (G-207)	
Inspecting for Performance Course - Materials Version (G-304)	

**From:** "Roland Fletcher" <rfletcher@mde.state.md.us>  
**To:** <stp-announcements@nrc.gov>  
**Date:** 2/13/03 2:54PM  
**Subject:** Re: FY 03-04 TRAINING CALL

Brenda,

Though I note below Maryland's estimated training needs per your request, I must point out the difficulty in responding due to our State's current budget woes that has resulted in a prolonged hiring freeze. My staff and I will do all that we can to maintain proficiency by participating in the training offered and I hope to be requesting additional slots for future staff acquisitions when our financial picture improves.

5-week course--1 certain, 2 possible

performance based inspection course--2 certain, 4 possible

licensing course--1

medical uses course--1

industrial radiography course--1

transportation course--2

root cause analysis course--2

Upon the cessation of the Maryland hiring freeze, it is anticipated that an additional 2 radioactive material staff will be hired. Those persons will require all NRC core courses inclusive of the 5-week course. Maryland is considering a level of cross training whose success will require Radiation Machines inspectors being given the opportunity to go to training given by the NRC. I will provide more information as we explore further.

Thanks  
R. Fletcher

**From:** <kwhatley@adph.state.al.us>  
**To:** <BGU@nrc.gov>  
**Date:** 2/13/03 11:28AM  
**Subject:** FY 03-04 TRAINING CALL

Brenda -

We have a new Governor, and as with other states, budget concerns are a major problem. We are on a fee system in our program and funds should not be a problem for us. However, even though we have sufficient funds, we get caught in the trap that if all can't go to training courses, then none can. I don't know at this point if this will be a problem, but I can't commit to a whole lot of training. We have scheduled several already for training with no problem, but this can change. We will just have to apply throughout the year - if courses are available. I know that this does not help with your planning for courses, but it is the best I can do at this point.

----- Forwarded by Kirksey Whatley/HCS/Alabama Department of Public Health on 02/13/2003 10:25 AM -----

"Brenda Usilton"  
<BGU@nrc.gov>                      To:    <STP-ANNOUNCEMENTS@nrc.gov>  
Sent by:                      cc:  
owner-stp-announceme              Subject: FY 03-04 TRAINING CALL  
nts@nrc.gov

02/12/2003 03:07 PM  
Please respond to  
stp-announcements

Dear Subscribers,

A letter went out on January 9, 2003 requesting States to give their input to the FY-03 and FY04 training call. To date we only have 13 states that have responded to this training call. I would like to see more states submit their training needs. Therefore, I will give States until the 14th of February to get their training call into STP.

If you have any questions please contact Brenda Usilton on 301-415-2348 or BGU @NRC.GOV.

Sincerely,

Brenda Usilton  
Training Coordinator

## Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	--	--

## Radiation Protection

Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)	2	
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)	2	
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		1
Basic Health Physics Technology Course (H-122)	3	
Health Physics Technology (H-201)		1
Diagnostic and Therapeutic Nuclear Medicine (H-304)	1	1
Safety Aspects of Industrial Radiography (H-305)	2	
Transportation of Radioactive Materials (H-308)	1	
Teletherapy and Brachytherapy (H-313)	1	
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
RESRAD (H-410)		

## Regulatory Skills

Inspection Procedures (G-108)	2	
Licensing Practices and Procedures (G-109)		
Root Cause/Incident Investigation Workshop (G-205)	1	1
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course - Materials Version (G-304)		1

State of Iowa

*Louisiana***Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	---	---

**Radiation Protection**

Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)	1	
Safety Aspects of Industrial Radiography (H-305)	2	
Transportation of Radioactive Materials (H-308)		
Teletherapy and Brachytherapy (H-313)	1	2
Safety Aspects of Well Logging (H-314)	2	
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
RESRAD (H-410)		

**Regulatory Skills**

Inspection Procedures (G-108)		
Licensing Practices and Procedures (G-109)	2	
Root Cause/Incident Investigation Workshop (G-205)	2	2
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course - Materials Version (G-304)	1	

Utah  
Craig Jones

### Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	---	---

#### Radiation Protection

Applied Health Physics (H-109)	
Environmental Monitoring for Radioactivity (H-111)	
Introductory Health Physics (H-117)	
Air Sampling for Radioactive Materials (H-119)	
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)	
Basic Health Physics Technology Course (H-122)	
Health Physics Technology (H-201)	
Diagnostic and Therapeutic Nuclear Medicine (H-304)	1
Safety Aspects of Industrial Radiography (H-305)	
Transportation of Radioactive Materials (H-308)	1
Teletherapy and Brachytherapy (H-313)	
Safety Aspects of Well Logging (H-314)	
Irradiator Technology (H-315)	
Health Physics Topical Review (H-401)	
RESRAD (H-410)	

#### Regulatory Skills

Inspection Procedures (G-108)	1
Licensing Practices and Procedures (G-109)	1
Root Cause/Incident Investigation Workshop (G-205)	
Root Cause/Incident Investigation Refresher Workshop (G-207)	
Inspecting for Performance Course - Materials Version (G-304)	

**Note: All blank fields mean zero staff projected to attend**

**From:** <TConley@kdhe.state.ks.us>  
**To:** <bgu@nrc.gov>  
**Date:** 1/23/03 3:41PM  
**Subject:** STP-03-001, January 2003, Training, Survey

KS

Brenda,

This is in response to the above letter.

At this point I do not know what is going to happen with our budget but we have three people that will need the following training:

Nuclear Med  
Brachy/teletherapy  
radiography  
well logging  
irradiator

I can't commit supporting these financially at this time but as money allows I will be sending people to these classes.

Thomas A. Conley, RRPT, CHP  
Section Chief, Radiation and Asbestos Control  
Phone: (785) 296-1565  
email: tconley@kdhe.state.ks.us



TN  
1/15/03

**State of Tennessee – Division of Radiological Health  
Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 – 09/03	Total Number of Staff Projected to Attend 10/03 – 03/04
-------------	--	--

**Radiation Protection**

Applied Health Physics (H-109)	2	2
Environmental Monitoring for Radioactivity (H-111)	7	5
Introductory Health Physics (H-117)	0 – out of state	0 – out of state
Air Sampling for Radioactive Materials (H-119)	4	5
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)	0	0
Basic Health Physics Technology Course (H-122)	2	2
Health Physics Technology (H-201)	0	0
Diagnostic & Therapeutic Nuclear Medicine (H-304)	0 – out of state	0 – out of state
Safety Aspects of Industrial Radiography (H-305)	0 – out of state	0 – out of state
Transportation of Radioactive Materials (H-308)	5	6
Teletherapy and Brachytherapy (H-313)	0 – out of state	0 – out of state
Safety Aspects of Well Logging (H-314)	0 – out of state	0 – out of state
Irradiator Technology (H-315)	0 – out of state	0 – out of state
Health Physics Topical Review (H-401)	0 – out of state	0 – out of state
RESRAD (H-410)	0	1

**Regulatory Skills**

Inspection Procedures (G-108)	3	2
Licensing Practices and Procedures (G-109)	9	4
Root Cause/Incident Investigation Workshop (G-205)	8	3
Root Cause/Incident Investigation Refresher Workshop (G-207)	unknown	unknown
Inspecting for Performance Course – Materials Version (G-304)	7	5

NOTE: We are desperately in need of an Industrial Radiography class for almost all of our staff. If this could be offered in Tennessee, we could send 20 students.

**From:** "Scroggs, Arden" <Arden.Scroggs@DOH.WA.GOV>  
**To:** "BGU@NRC.GOV" <BGU@nrc.gov>  
**Date:** 1/16/03 5:21PM  
**Subject:** STP-03-001 Training Needs Survey

Hi Brenda,

You may or may not have heard that I am the new Radioactive Materials Section Supervisor in Washington State. Terry Frazee was recently promoted to a Regional Director and I have been given his vacated materials supervisory position.

Below are the anticipated training needs for the State of Washington. We have several new staff here and understand it is very important for us to have space available to get staff into the indicated training prior to 3 March 04.

Safety Aspects of Industrial Radiography - two people, April 03/Sept 03, one person Oct 03/Mar 04

Teletherapy and Brachytherapy	- one person, Oct 03/Mar 04
Safety Aspects Well Logging	- one person, April 03/Sept 03
Inspection Procedures	- one person, Oct 03/Mar 04
Licensing Pract. and Procedures	- one person, April 03/Sept 03

**CC:** "Frazee, Terry" <Terry.Frazee@DOH.WA.GOV>



MISSISSIPPI  
STATE DEPARTMENT OF HEALTH

570 East Woodrow Wilson  
Post Office Box 1700  
Jackson, Mississippi  
39215-1700

Brian W. Amy, MD, MHA, MPH  
State Health Officer

January 17, 2003

Ms. Brenda G. Usilton  
U.S. Nuclear Regulatory Commission  
Office of State and Tribal Programs  
Washington, DC 20555-0001

Dear Ms. Usilton:

Enclosed is Mississippi's response to the Training Needs Survey (STP-03-001). Should you have any questions, please contact me at (601) 987-6893, or by email at [rgoff@msdh.state.ms.us](mailto:rgoff@msdh.state.ms.us).

Sincerely,

A handwritten signature in cursive script that reads "Robert W. Goff".

Robert W. Goff, Director  
Mississippi State Department of Health  
Division of Radiological Health

RWG:tsm

Enclosure

601/576-7634  
601/576-7931 FAX  
[www.msdh.state.ms.us](http://www.msdh.state.ms.us)

Equal Opportunity In Employment/Services

## Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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## Radiation Protection

Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		1
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)		
Safety Aspects of Industrial Radiography (H-305)		
Transportation of Radioactive Materials (H-308)		
Teletherapy and Brachytherapy (H-313)		
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
RESRAD (H-410)		

## Regulatory Skills

Inspection Procedures (G-108)		1
Licensing Practices and Procedures (G-109)		
Root Cause/Incident Investigation Workshop (G-205)	1	
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course - Materials Version (G-304)		1

R. Blanton

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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**Radiation Protection**

Site Access Training (H-100)		
Site Access Refresher Training (H-101)		
NMSS Radiation Worker Training (H-102)		
Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		1
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Radwaste Management(H-202)		
Emergency Preparedness Technology (H-203)		
Diagnostic and Therapeutic Nuclear Medicine (H-304)		
Safety Aspects of Industrial Radiography (H-305)		
Transportation of Radioactive Materials (H-308)		1
Internal Dosimetry and Whole Body Counting (H-312)		
Teletherapy and Brachytherapy (H-313)	1	
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)	1	
Health Physics Topical Review (H-401)		1
Emergency Preparedness Special Topics (H-402)		
High Level Waste (HLW) Repository Health Physics (H-403)		
RESRAD (H-410)		

### Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	---	---

#### Safeguards

Physical Security Fundamentals (S-103)	1	
Bomb Threat Management (S-106)		
Introduction to Physical Security Systems (S-118)	1	
Safeguards Technology Refresher (S-402)		
Nuclear Materials Management and Safeguards (S-605)		

#### Regulatory Skills

Fundamentals of Inspection (G-101)		
Fundamentals of Inspection Refresher (G-102)		1
Field Techniques and Regulatory Processes Course (G-103)		
Conducting Inspections (G-105)		
Non-Power Reactor Technology (G-106)		
Examination Techniques (G-107)		
Inspection Procedures (G-108)		
Licensing Practices and Procedures (G-109)		
OSHA Indoctrination(G-111)		
Root Cause/Incident Investigation Workshop (G-205)		
Human Performance Investigation Workshop (G-206)		
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course (G-303)		
Inspecting for Performance Course - Materials Version (G-304)		

#### Quality of Worklife

NRC and Its Environment		
NRC: What It Is and What It Does		
The Regulatory Process		
New Employee Orientation		
Financial Planning and TSP for New FERS Employees		
Equal Employment Opportunity (EEO) and Diversity Training for Managers and Supervisors		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Ethics Laws and Rules for NRC Employees		
Mid-Career Retirement Planning		1
Planning for Retirement Seminar		
Retirement Planning Review		
Stress Management		
Basic CPR and First Aid		

**From:** Brenda Usilton  
**To:** Kathleen Schneider  
**Date:** 1/9/03 7:54AM  
**Subject:** Re: TRAINING CALL FOR FY 03-04

*Brenda -  
Here are the  
courses I am  
interested in  
KNS  
1/23/02*

Kathy,

There is a series of them starting with Acquisition - Overview - Workshop 1. There are about 11 of these courses. Find that one on your list and you should take all of them that follow after that as well

Brenda

>>> Kathleen Schneider 01/09/03 07:26AM >>>

Brenda,

I don't remember the details, but I think there are some courses I am suppose to take because of the CRCPD contract Do you remember what those courses are?

Kathy

>>> Brenda Usilton 01/08/03 01:51PM >>>

Attached is a list of all training for technical and non-technical courses that are going to be offered Please look over the list and indicate courses that you will be attending (either management has approved or will be approving for you to attend) during the period of time indicated on the form.

When completed please give me a copy either by e-mail or hard copy. This needs to be sent down to the Technical Training center by January 27th If you have any questions please let me know.

Thanks  
Brenda



**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
NMSS Radiation Worker Training (H-102)		
Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Radwaste Management(H-202)		
Emergency Preparedness Technology (H-203)		
Diagnostic and Therapeutic Nuclear Medicine (H- 304)		
Safety Aspects of Industrial Radiography (H-305)		
Transportation of Radioactive Materials (H-308)		
Internal Dosimetry and Whole Body Counting (H- 312)		
Teletherapy and Brachytherapy (H-313)		
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		1 (KRS)
Emergency Preparedness Special Topics (H-402)		
High Level Waste (HLW) Repository Health Physics (H-403)		
RESRAD (H-410)		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Human Performance Investigation Workshop (G-206)		
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course (G-303)		
Inspecting for Performance Course - Materials Version (G-304)		

**Communications**

Staff Participation in NRC's Performance Appraisal		
Feedback Techniques for Non-Selected Internal		
Interviewing Skills and Techniques for Recruiters		
Selection Interviewing Workshop		
Briefing Techniques		
Communicating with the Public		
Effective Communications for NRC Inspectors		
Gathering Inspection Information Through Interviews		
Media Training Workshop		
Public Outreach Meetings		
Technical Writing for Supervisors and Their Staff		

**Computer Applications**

ADAMS Document Processing		
ADAMS for NRC Staff		
ADAMS: Searching Using Advanced Find		
Access Introduction to Relational Databases		
Access 2000: For New Users	KWS	
Access 2000 For Experienced Users		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
GroupWise Communication Techniques		
GroupWise E-Mail and Calendar		
Informa Filler. Introduction		
Graphs and Charting Concepts and Practice		
Presentations 8. Building a Computer Slide Show		
HTML for WordPerfect 8.0 Users: An Introduction		
Netscape Navigator 4.7		
Quattro Pro 8 Advance Topics		
Quattro Pro 8 An Introduction		
Windows NT. Linking Your Applications		
WordPerfect 8: Advanced Document Layout & Design		
WordPerfect 8: Formatting Multiple Page Documents		
WordPerfect 8 Formatting Agency Documents		
WordPerfect 8. Mastering the Basics		
WordPerfect 8 Tables: Introduction		
WordPerfect for Microsoft Word Users		
Cold Fusion Module One		
Cold Fusion Module Two		
Cold Fusion Module Three		
Microsoft Project 98. Introduction		
Microsoft Project 98 Advance Topics		
Power Point 2002 An Introduction		
Power Point 2000 for Super Users		WNS
Crystal Report 7.0 Design Essentials		
Crystal Report 7.0 Design Intermediate		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
Acquisition - Overview - Workshop 1	KNS	
Acquisition - Developing an Independent Government Cost Estimate (IGCE) - Workshop 2	KNS	
Acquisition - Developing Proposal Evaluation Criteria - Workshop 3	KNS	
Acquisition - Source Evaluation Panel (SEP) Procedures Workshop 4	KNS	
Acquisition - Negotiation of Project Terms and Conditions - Workshop 5	KNS	
Acquisition - Contract Management - Workshop 6		KNS
Acquisition - Property Management - Workshop 7		KNS
Acquisition - Closing Out the Project - Workshop 8		KNS
Acquisition - Organizational Conflict of Interest - Workshop 9		KNS
Acquisition - Preparing Statements of Work - Workshop 10		KNS
Acquisition for Supervisors and Managers of Project Managers - Workshop 11		
Administrative Control of Funds		
Financial Management Seminar		
Applied Statistics		
The Joy of Statistics		
Reimbursable Work Workshop		

*Terry Brock*

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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**Reactor Technology**

GE BWR/4 Technology (R-104B)		
GE BWR/4 Technology (R-200B)		
GE BWR/4 Technology (R-304B)		
GE BWR/4 Advanced Technology (R-504B)		
BWR/4 Simulator Course (R-601B)		
GE BWR/4 Simulator (R-624B)		
GE BWR/4 Simulator Refresher (R-704B)		
BWR Maintenance Training Overview (R-802B)		
GE BWR/4 Technology Review (R-904B)		
Westinghouse Technology (R-104P)		
Westinghouse Technology (R-200P)		
Westinghouse Technology (R-304P)		
Westinghouse Advanced Technology (R-504P)		
Westinghouse Simulator Course (R-601P)		
Westinghouse Simulator (R-624P)		
Westinghouse Simulator Refresher (R-704P)		
Westinghouse Maintenance Training Overview (R-802P)		
Westinghouse Technology Review (R-904P)		
CE Technology Cross Training (R-325C)		
CE Simulator Refresher (R-705P)		
CE Technology Review (R-905P)		
B&W Technology Cross Training (R-326C)		
B&W Simulator Refresher (R-706P)		
B&W Technology Review (R-906P)		
Reactor Concepts (R-100)	<i>TAB</i>	
Perspectives on Reactor Safety (R-800)		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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**Risk Assessment**

Probability and Statistics for PRA (P-102)		
PRA Basics for Regulatory Applications (P-105)		
PRA Insights Into IPEs (P-106)		
PRA for Technical Managers (P-107)		
PRA Technology and Regulatory Perspectives (P-111)		
System Modeling Techniques for PRA (P-200)		
SAPHIRE Basics (P-201)		
Advanced SAPHIRE (P-202)		
Human Reliability Assessment (HRA) (P-203)		
External Events (P-204)		
Accident Progression Analysis (P-300)		
Accident Consequence Analysis (P-301)		
Risk Assessment in Event Evaluation (P-302)		
Introduction to Risk Assessment in NMSS (P-400)	<b>TAB</b>	
Introduction to Risk Assessment in NMSS for Technical Managers (P-401)		
Introduction to Risk Assessment in NMSS for Administrative Staff (P-402)		
Quantitative Risk Analysis (P-403)		
Byproduct Materials System of Risk Analysis and Evaluation in NMSS (P-405)		

**Engineering Support**

Power Plant Engineering Directed Self-Study (E-110S)		
Emergency Diesel Generators (E-111)		
Motorized Valve Actuators (E-112)		
Nondestructive Examination (NDE) Technology and Codes (E-306)		
Eddy Current Testing (E-307)		
Welding and NDE Overview (E-901)		

**Radiation Protection**

Site Access Training (H-100)		
Site Access Refresher Training (H-101)		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
NMSS Radiation Worker Training (H-102)		
Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Radwaste Management(H-202)		
Emergency Preparedness Technology (H-203)		
Diagnostic and Therapeutic Nuclear Medicine (H- 304)		<b>TAB</b>
Safety Aspects of Industrial Radiography (H-305)	<b>TAB</b>	
Transportation of Radioactive Materials (H-308)	<b>TAB</b>	
Internal Dosimetry and Whole Body Counting (H- 312)		
Teletherapy and Brachytherapy (H-313)		<b>TAB</b>
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
Emergency Preparedness Special Topics (H-402)		
High Level Waste (HLW) Repository Health Physics (H-403)		
RESRAD (H-410)		

### Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	--	--

#### Fuel Cycle

Nuclear Criticality Safety Directed Self-Study (F-101S)		
General Health Physics Practices for Fuel Cycle Facilities Directed Self-Study (F-102S)		
Health Physics For Uranium Recovery (F-104)		
Fuel Cycle Processes Directed Self-Study (F-201S)		
Fire Protection for Fuel Cycle Facilities Directed Self-Study (F-206S)		
Uranium Enrichment Process Directed Self-Study (F-204S)		

#### Safeguards

Physical Security Fundamentals (S-103)		
Bomb Threat Management (S-106)		
Introduction to Physical Security Systems (S-118)		
Safeguards Technology Refresher (S-402)		
Nuclear Materials Management and Safeguards (S-605)		

#### Regulatory Skills

Fundamentals of Inspection (G-101)		
Fundamentals of Inspection Refresher (G-102)		
Field Techniques and Regulatory Processes Course (G-103)		
Conducting Inspections (G-105)		
Non-Power Reactor Technology (G-106)		
Examination Techniques (G-107)		
Inspection Procedures (G-108)		
Licensing Practices and Procedures (G-109)		
OSHA Indoctrination(G-111)		
Root Cause/Incident Investigation Workshop (G-205)	TAB	



### Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Human Performance Investigation Workshop (G-206)		
Root Cause/Incident Investigation Refresher Workshop (G-207)	<b>TAB</b>	
Inspecting for Performance Course (G-303)		
Inspecting for Performance Course - Materials Version (G-304)		

#### Communications

Staff Participation in NRC's Performance Appraisal		
Feedback Techniques for Non-Selected Internal		
Interviewing Skills and Techniques for Recruiters		
Selection Interviewing Workshop		
Briefing Techniques	<b>TAB</b>	
Communicating with the Public		
Effective Communications for NRC Inspectors		
Gathering Inspection Information Through Interviews		
Media Training Workshop		
Public Outreach Meetings		
Technical Writing for Supervisors and Their Staff		

#### Computer Applications

ADAMS Document Processing		
ADAMS for NRC Staff	<b>TAB</b>	
ADAMS: Searching Using Advanced Find		
Access: Introduction to Relational Databases		
Access 2000: For New Users		
Access 2000: For Experienced Users		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
GroupWise: Communication Techniques		
GroupWise E-Mail and Calendar		
Informa Filler: Introduction		
Graphs and Charting: Concepts and Practice		
Presentations 8: Building a Computer Slide Show		
HTML for WordPerfect 8.0 Users: An Introduction		
Netscape Navigator 4.7		
Quattro Pro 8: Advance Topics		
Quattro Pro 8: An Introduction		
Windows NT: Linking Your Applications		
WordPerfect 8: Advanced Document Layout & Design		
WordPerfect 8: Formatting Multiple Page Documents		
WordPerfect 8: Formatting Agency Documents		
WordPerfect 8: Mastering the Basics		
WordPerfect 8: Tables: Introduction		
WordPerfect for Microsoft Word Users		
Cold Fusion Module One		
Cold Fusion Module Two		
Cold Fusion Module Three		
Microsoft Project 98: Introduction		
Microsoft Project 98: Advance Topics		
Power Point 2002: An Introduction		
Power Point 2000 for Super Users		
Crystal Report 7.0 Design Essentials		
Crystal Report 7.0 Design Intermediate		

### Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Crystal Report 7.0 Design Advanced		
Excel 2000:Basics for New Users		
Excel 2000:Intermediate		
Excel 2000:Formulas and Functions		
GroupWise 5.5		
PC101:Saving and Managing Your Files		
PC101:Windows NT and Mouse Techniques		
Visual Basic 6.0: Introduction		
Visual Basic 6.0:Developing Applications		
Word2000: Document construction		
Word2000:Intermediate		
Web Page Associability Under Section 5.08 Standards		
Web Page Design: From Beginner to Interactive		
Web Page Design: Interactive and Dynamic Pages		
Web Page Design: Using Dreamweaver MX		

#### Management

Conducting and Participating in Meetings		
Facilitation Techniques: Running Large Group		
Small Group Dynamics		
Management Workshop		
Problem Solving and Decision Making		
Conflict Resolution		
Interest-Based Bargaining		
Negotiating Techniques: How to Gain Agreement		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Human Resources Management Practices		
Performance Appraisal Refresher		
Managing Change		
Managing the Troubled Employee		
Performance Appraisal Workshop		
Situational Leadership		
Supervising Human Resources		
Leading NRC Work Teams		
System Development and Life-Cycle Management		
Capital Planning and Investment Control		

**Quality of Worklife**

NRC and Its Environment	<b>TAB</b>	
NRC: What It Is and What It Does	<b>TAB</b>	
The Regulatory Process	<b>TAB</b>	
New Employee Orientation		
Financial Planning and TSP for New FERS Employees		
Equal Employment Opportunity (EEO) and Diversity Training for Managers and Supervisors		
Ethics Laws and Rules for NRC Employees		
Mid-Career Retirement Planning		
Planning for Retirement Seminar		
Retirement Planning Review		
Stress Management		
Basic CPR and First Aid		

**Special Disciplines**

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
Acquisition - Overview - Workshop 1		
Acquisition - Developing an Independent Government Cost Estimate (IGCE) - Workshop 2		
Acquisition - Developing Proposal Evaluation Criteria - Workshop 3		
Acquisition - Source Evaluation Panel (SEP) Procedures Workshop 4		
Acquisition - Negotiation of Project Terms and Conditions - Workshop 5		
Acquisition - Contract Management - Workshop 6		
Acquisition - Property Management - Workshop 7		
Acquisition - Closing Out the Project - Workshop 8		
Acquisition - Organizational Conflict of Interest - Workshop 9		
Acquisition - Preparing Statements of Work - Workshop10		
Acquisition for Supervisors and Managers of Project Managers - Workshop 11		
Administrative Control of Funds		
Financial Management Seminar		
Applied Statistics		
The Joy of Statistics		
Reimbursable Work Workshop		

1/8/02

A. MAUIER

## Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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**Reactor Technology**

GE BWR/4 Technology (R-104B)		
GE BWR/4 Technology (R-200B)		
GE BWR/4 Technology (R-304B)		
GE BWR/4 Advanced Technology (R-504B)		
BWR/4 Simulator Course (R-601B)		
GE BWR/4 Simulator (R-624B)		
GE BWR/4 Simulator Refresher (R-704B)		
BWR Maintenance Training Overview (R-802B)		
GE BWR/4 Technology Review (R-904B)		
Westinghouse Technology (R-104P)		
Westinghouse Technology (R-200P)		
Westinghouse Technology (R-304P)		
Westinghouse Advanced Technology (R-504P)		
Westinghouse Simulator Course (R-601P)		
Westinghouse Simulator (R-624P)		
Westinghouse Simulator Refresher (R-704P)		
Westinghouse Maintenance Training Overview (R-802P)		
Westinghouse Technology Review (R-904P)		
CE Technology Cross Training (R-325C)		
CE Simulator Refresher (R-705P)		
CE Technology Review (R-905P)		
B&W Technology Cross Training (R-326C)		
B&W Simulator Refresher (R-706P)		
B&W Technology Review (R-906P)		
Reactor Concepts (R-100)		
Perspectives on Reactor Safety (R-800)		

## Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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### Risk Assessment

Probability and Statistics for PRA (P-102)		
PRA Basics for Regulatory Applications (P-105)		
PRA Insights Into IPEs (P-106)		
PRA for Technical Managers (P-107)		
PRA Technology and Regulatory Perspectives (P-111)		
System Modeling Techniques for PRA (P-200)		
SAPHIRE Basics (P-201)		
Advanced SAPHIRE (P-202)		
Human Reliability Assessment (HRA) (P-203)		
External Events (P-204)		
Accident Progression Analysis (P-300)		
Accident Consequence Analysis (P-301)		
Risk Assessment in Event Evaluation (P-302)		
Introduction to Risk Assessment in NMSS (P-400)		
Introduction to Risk Assessment in NMSS for Technical Managers (P-401)		
Introduction to Risk Assessment in NMSS for Administrative Staff (P-402)		
Quantitative Risk Analysis (P-403)		
Byproduct Materials System of Risk Analysis and Evaluation in NMSS (P-405)		

### Engineering Support

Power Plant Engineering Directed Self-Study (E-110S)		
Emergency Diesel Generators (E-111)		
Motorized Valve Actuators (E-112)		
Nondestructive Examination (NDE) Technology and Codes (E-306)		
Eddy Current Testing (E-307)		
Welding and NDE Overview (E-901)		

### Radiation Protection

Site Access Training (H-100)		
Site Access Refresher Training (H-101)		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
NMSS Radiation Worker Training (H-102)		
Applied Health Physics (H-109)		
Environmental Monitoring for Radioactivity (H-111)		
Introductory Health Physics (H-117)		
Air Sampling for Radioactive Materials (H-119)		
Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM) (H-121)		
Basic Health Physics Technology Course (H-122)		
Health Physics Technology (H-201)		
Radwaste Management(H-202)		
Emergency Preparedness Technology (H-203)		
Diagnostic and Therapeutic Nuclear Medicine (H- 304)	✓	
Safety Aspects of Industrial Radiography (H-305)	✓	
Transportation of Radioactive Materials (H-308)	✓	
Internal Dosimetry and Whole Body Counting (H- 312)		
Teletherapy and Brachytherapy (H-313)		
Safety Aspects of Well Logging (H-314)		
Irradiator Technology (H-315)		
Health Physics Topical Review (H-401)		
Emergency Preparedness Special Topics (H-402)		
High Level Waste (HLW) Repository Health Physics (H-403)		
RESRAD (H-410)		



### Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
-------------	--	--

#### Fuel Cycle

Nuclear Criticality Safety Directed Self-Study (F-101S)		
General Health Physics Practices for Fuel Cycle Facilities Directed Self-Study (F-102S)		
Health Physics For Uranium Recovery (F-104)		
Fuel Cycle Processes Directed Self-Study (F-201S)		
Fire Protection for Fuel Cycle Facilities Directed Self-Study (F-206S)		
Uranium Enrichment Process Directed Self-Study (F-204S)		

#### Safeguards

Physical Security Fundamentals (S-103)		
Bomb Threat Management (S-106)		
Introduction to Physical Security Systems (S-118)		
Safeguards Technology Refresher (S-402)		
Nuclear Materials Management and Safeguards (S-605)		

#### Regulatory Skills

Fundamentals of Inspection (G-101)		
Fundamentals of Inspection Refresher (G-102)		
Field Techniques and Regulatory Processes Course (G-103)		
Conducting Inspections (G-105)		
Non-Power Reactor Technology (G-106)		
Examination Techniques (G-107)		
Inspection Procedures (G-108)		
Licensing Practices and Procedures (G-109)	✓	
OSHA Indoctrination(G-111)		
Root Cause/Incident Investigation Workshop (G-205)		

### Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Human Performance Investigation Workshop (G-206)		
Root Cause/Incident Investigation Refresher Workshop (G-207)		
Inspecting for Performance Course (G-303)		
Inspecting for Performance Course - Materials Version (G-304)		

#### Communications

Staff Participation in NRC's Performance Appraisal		
Feedback Techniques for Non-Selected Internal		
Interviewing Skills and Techniques for Recruiters		
Selection Interviewing Workshop		
Briefing Techniques		
Communicating with the Public		
Effective Communications for NRC Inspectors		
Gathering Inspection Information Through Interviews		
Media Training Workshop		
Public Outreach Meetings		
Technical Writing for Supervisors and Their Staff		

#### Computer Applications

ADAMS Document Processing		
ADAMS for NRC Staff		
ADAMS: Searching Using Advanced Find		
Access: Introduction to Relational Databases		
Access 2000: For New Users		
Access 2000: For Experienced Users		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
GroupWise: Communication Techniques		
GroupWise E-Mail and Calendar		
Informa Filler: Introduction		
Graphs and Charting: Concepts and Practice		
Presentations 8: Building a Computer Slide Show		
HTML for WordPerfect 8.0 Users: An Introduction		
Netscape Navigator 4.7		
Quattro Pro 8: Advance Topics		
Quattro Pro 8: An Introduction		
Windows NT: Linking Your Applications		
WordPerfect 8: Advanced Document Layout & Design		
WordPerfect 8: Formatting Multiple Page Documents		
WordPerfect 8: Formatting Agency Documents		
WordPerfect 8: Mastering the Basics		
WordPerfect 8: Tables: Introduction		
WordPerfect for Microsoft Word Users		
Cold Fusion Module One		
Cold Fusion Module Two		
Cold Fusion Module Three		
Microsoft Project 98: Introduction		
Microsoft Project 98: Advance Topics		
Power Point 2002: An Introduction		
Power Point 2000 for Super Users		
Crystal Report 7.0 Design Essentials		
Crystal Report 7.0 Design Intermediate		

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Crystal Report 7.0 Design Advanced		
Excel 2000:Basics for New Users		
Excel 2000:Intermediate		
Excel 2000:Formulas and Functions		
GroupWise 5.5		
PC101:Saving and Managing Your Files		
PC101:Windows NT and Mouse Techniques		
Visual Basic 6.0: Introduction		
Visual Basic 6.0:Developing Applications		
Word2000: Document construction		
Word2000:Intermediate		
Web Page Associability Under Section 5.08 Standards		
Web Page Design: From Beginner to Interactive		
Web Page Design: Interactive and Dynamic Pages		
Web Page Design: Using Dreamweaver MX		

**Management**

Conducting and Participating in Meetings		
Facilitation Techniques: Running Large Group		
Small Group Dynamics		
Management Workshop		
Problem Solving and Decision Making		
Conflict Resolution		
Interest-Based Bargaining		
Negotiating Techniques: How to Gain Agreement		

*Andrew*

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
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Human Resources Management Practices		
Performance Appraisal Refresher		
Managing Change		
Managing the Troubled Employee		
Performance Appraisal Workshop		
Situational Leadership		
Supervising Human Resources		
Leading NRC Work Teams		
System Development and Life-Cycle Management		
Capital Planning and Investment Control		

**Quality of Worklife**

NRC and Its Environment		
NRC: What It Is and What It Does	✓	
The Regulatory Process	✓	
New Employee Orientation		
Financial Planning and TSP for New FERS Employees		
Equal Employment Opportunity (EEO) and Diversity Training for Managers and Supervisors		
Ethics Laws and Rules for NRC Employees		
Mid-Career Retirement Planning		
Planning for Retirement Seminar		
Retirement Planning Review		
Stress Management		
Basic CPR and First Aid		

**Special Disciplines**

**Attachment 3, Part 2 - Annual Training Needs Forecast Worksheet (December 2002)**

Course Name	Total Number of Staff Projected to Attend 04/03 - 09/03	Total Number of Staff Projected to Attend 10/03 - 03/04
Acquisition - Overview - Workshop 1		
Acquisition - Developing an Independent Government Cost Estimate (IGCE) - Workshop 2		
Acquisition - Developing Proposal Evaluation Criteria - Workshop 3		
Acquisition - Source Evaluation Panel (SEP) Procedures Workshop 4		
Acquisition - Negotiation of Project Terms and Conditions - Workshop 5		
Acquisition - Contract Management - Workshop 6		
Acquisition - Property Management - Workshop 7		
Acquisition - Closing Out the Project - Workshop 8		
Acquisition - Organizational Conflict of Interest - Workshop 9		
Acquisition - Preparing Statements of Work - Workshop10		
Acquisition for Supervisors and Managers of Project Managers - Workshop 11		
Administrative Control of Funds		
Financial Management Seminar		
Applied Statistics		
The Joy of Statistics		
Reimbursable Work Workshop		

#### **Attachment 4 - Knowledge Transfer Advice Information Call**

An EDO memo of November 4, 2002, to all NRC managers and supervisors, "Use of Knowledge Transfer Tools," provided information about fourteen Knowledge Transfer tools that are already in use in some offices and may be applicable in others. The Knowledge Transfers tools which correctly depend upon specific office initiatives including: On-Line Information Sharing [Expanded Use]; Web/LAN-Based Information; Story Telling; Backup Planning; Communities of Practice; and Teamwork. The purpose of this part of the information call is to determine the relative need to establish an agencywide knowledge transfer contract through which advice and services could be provided to offices or regions desiring to make broader use of knowledge transfer tools.

Please answer the following questions on behalf of your office:

1. Does your office perceive a need for HR to establish an agencywide knowledge transfer advice and services contract similar to the one which currently provides organizational development support?
  
  
  
  
  
  
  
  
  
  
2. If such a contract was in place, how often would you anticipate your office requesting knowledge transfer advice for specific office initiatives during the first year of the hypothetical contract?

MEMORANDUM TO THOSE ON THE ATTACHED LIST DATED: December 24, 2002

SUBJECT: STRATEGIC WORKFORCE PLANNING AND TRAINING NEEDS

Mail Stop

George M. Hornberger, Chairman, Advisory Committee on Nuclear Waste	T-2	E26
George E. Apostolakis, Chairman, Advisory Committee on Reactor Safeguards	T-2	E26
John T. Larkins, Executive Director, Advisory Committee on Reactor Safeguards/Advisory Committee on Nuclear Waste	T-2	E26
G. Paul Bollwerk, III, Chief Administrative Judge, Atomic Safety and Licensing Board Panel	T-3	F23
Karen D. Cyr, General Counsel	O-15	D21
John F. Cordes, Jr., Director, Office of Commission Appellate Adjudication	O-16	C1
Jesse L. Funches, Chief Financial Officer	O-17	F3
Hubert T. Bell, Inspector General	T-5	D28
Janice Dunn Lee, Director, Office of International Programs	O-4	E21
Dennis K. Rathbun, Director, Office of Congressional Affairs	O-16	C1
William M. Beecher, Director, Office of Public Affairs	O-2	A13
Annette Vietti-Cook, Secretary of the Commission	O-16	C1
William D. Travers, Executive Director for Operations	O-16	E15
William F. Kane, Deputy Executive Director for Reactor Programs	O-16	E15
Carl J. Paperiello, Deputy Executive Director for Materials, Research and State Programs	O-16	E15
Patricia G. Norry, Deputy Executive Director for Management Services	O-16	E15
Stuart Reiter, Chief Information Officer	O-16	C1
John W. Craig, Assistant for Operations, OEDO	O-16	E15
Michael L. Springer, Director, Office of Administration	T-7	D57
Frank J. Congel, Director, Office of Enforcement	O-14	E1
Guy P. Caputo, Director, Office of Investigations	O-3	F1
Paul E. Bird, Director, Office of Human Resources	T-3	A2
Irene P. Little, Director, Office of Small Business and Civil Rights	T-2	F18
Martin J. Virgilio, Director, Office of Nuclear Material Safety and Safeguards	T-8	A23
Samuel J. Collins, Director, Office of Nuclear Reactor Regulation	O-5	E7
Ashok C. Thadani, Director, Office of Nuclear Regulatory Research	T-10	F12
Paul H. Lohaus, Director, Office of State and Tribal Programs	O-3	C10
Richard H. Wessman, Director, Incident Response Operations	T-4	D18
Hubert J. Miller, Regional Administrator, Region I	RGN-I	
Bruce S. Mallett, Acting Regional Administrator, Region II	RGN-II	
James E. Dyer, Regional Administrator, Region III	RGN-III	
Ellis W. Merschoff, Regional Administrator, Region IV	RGN-IV	



**From:** Patricia McGrady-Finneran  
**To:** Brenda Usilton  
**Date:** 1/21/03 4:22PM  
**Subject:** Re: TRAINING CALL FOR FY 03-O4

Brenda,

The following are a list of courses that I will be attending during the period of time indicated on the form:

<u>Course Name</u>	<u>Course Date</u>	<u>Course #</u>
1. The Regulatory Process	(4/03-9/03)	#289/RegP
2. Briefing Techniques	(4/03-9/03)	#USDA Grad School
3. Diagnostic & Therapeutic Nuclear Medicine	(10/03-3/04)	H304-Houston, TX
4. Teletherapy & Brachtherapy	(10/03-3/04)	#H313-Houston, TX
5. Safety Aspects of Industrial Radiography	(10/03-3/04)	#H305-St.Rose, TX

Possibly some Access courses will be necessary. In addition, there are 9 self study classes that I will need to take at the Learning Center, and several Web Design classes I have signed up for but all are before 4/1/03. Please let me know if you need anything else.

>>> Brenda Usilton 01/08/03 01:51PM >>>

Attached is a list of all training for technical and non-technical courses that are going to be offered. Please look over the list and indicate courses that you will be attending (either management has approved or will be approving for you to attend) during the period of time indicated on the form.

When completed please give me a copy either by e-mail or hard copy. This needs to be sent down to the Technical Training center by January 27th. If you have any questions please let me know.

Thanks  
Brenda