

September 2, 2003

Mr. S. Jason Reamer, Program Director
Next Generation Systems Development
Office of Nuclear Energy Science and Technology
U.S. Department of Energy
NE-20/Room A-284
19901 Germantown Road
Germantown, Maryland 20874-1290

Dear Mr. Remer:

Thank you for agreeing to present a paper at the Nuclear Safety Research Conference (NSRC). I am writing to you as Chair of the NSRC technical session titled "Advanced Reactors." You will be presenting your paper in that session on October 21, 2003. As in previous years, this conference has been designed to provide for dialogue between the presenters of the research and the NSRC attendees, to clarify the connection between the research and regulatory activities, and to improve the presentation of the research. We have taken steps to enhance the technical session format and are providing each presenter with the following guidance. The attached questions provide an overall framework for the session in which you are presenting and should be used in developing your paper. These questions are setting the overall direction and vision of the expected outcome of the technical session. With these questions as the underpinning of the session, your presentation should:

1. Present the latest advanced reactors research plans or results, focused on design, technology, safety or regulatory issues, that will be needed to provide a sound basis for safety and regulatory decisions and,
2. Take no more than 30 minutes, including 10 minutes for Q&A. We will be following a strict time frame. You will have an opportunity to respond to additional questions during the facilitated discussion at the conclusion of the technical session.

As indicated in my earlier communication, a summary of your paper was to be provided (e-mail preferred) for review by August 22, 2003. Please provide a copy as soon as possible. A draft copy of your visual aids/presentation material must also be provided to me by September 19, 2003, for review. The summaries (1-2 pages) are to provide meeting participants with an overview and could provide the status of the research (i.e., work conducted to date, on-going work, and planned priorities for future work). They will be made available on the NSRC web page, published as a NUREG report, and distributed during the meeting to attendees. Your full paper is due no later than December 5, 2003 (see enclosed "Instructions for Authors"). Laptops and LCD projectors will be provided as well as the standard overhead/projector. If you have any other audio visual aides other than what we are providing, or if there are problems in scheduling or preparing the written material, please contact me at 301-415-7480 or SDR1@NRC.GOV.

Mr. S. Jason Reamer

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To ensure that a sufficient number of copies of your visual aids of your presentation are available for distribution at the beginning of the technical session, please submit an electronic copy of your presentation to Sandra R. Nesmith (E-mail - srn@nrc.gov) or Wendy Eisenberg (e-mail - wpe@nrc.gov) by October 6, 2003, so that we can prepare the necessary copies. In addition, I will need a short biographical sketch to be used in your introduction.

The USNRC appreciates your participation as a presenter.

Sincerely,

/RA/

Stuart Rubin, Chair
NSRC Technical Session on Advanced Reactors

Enclosures:
As stated

Mr. S. Jason Reamer

- 2 -

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NSRC Technical Session on Advanced Reactors

Enclosures:
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DATE	08/27/03*		09/02/03*	

TECHNICAL SESSION QUESTIONS

- What are the advanced reactor design, technology, safety or regulatory issues that will be addressed, or are being addressed, by the research?
-
- How will the research be used to develop the infrastructure that will be needed to support the basis for safety and regulatory decisions?

SUMMARY OF SCHEDULE

<u>Date</u>	<u>Activity</u>
08/22/03	Summary of paper sent to session chair
09/19/023	Draft copy of visual aids/presentation material submitted to session chair for review
10/6/03	Hard copy of visual aids submitted to Sandra Nesmith or Wendy Eisenberg and biographical sketch submitted to session chair
12/5/03	Full paper due

Enclosure 1



Instructions for Authors

for the

NUCLEAR SAFETY RESEARCH CONFERENCE INFORMATION MEETING

October 20-22, 2003

Note: For information on presentations and handout material, please refer to the "Guidelines for Presentations and Preparation and Use of Visual Aids" provided by the Session Chair. Overhead (35 mm and viewgraph) projectors will be provided at the meeting site. If additional audio/visual equipment is required, please contact the Session Chair or the Meeting Coordinator.

The **summaries** and the **full papers** presented at the NSRC are published as two separate NUREG reports by the NRC Office of Nuclear Regulatory Research. The report containing the summaries will be distributed during the meeting to those who register; the full papers presented will be published as a Proceedings Report after the meeting and mailed to meeting registrants.

To prepare summaries:

- First page, centered: Title, Author(s), name of organization where the work was performed (Do not refer to the NSRC in the title since this information will appear on the cover of the published NUREG report.)
- Single-spaced, single-sided
- **White bond paper, 8 ½ x 11 INCHES (NO A-4 PAPER PLEASE. IF NO ALTERNATIVE TO A-4 IS POSSIBLE, BE CERTAIN THE IMAGE SIZE IS NO LARGER THAN 6½ INCHES WIDE BY 8½ INCHES LONG)**
- Two pages maximum
- Times Roman, Arial or Universal type face (11 point)
- Margins: 1 inch top and side, 1½ inches on bottom
- **No page numbers – PLEASE ... NO STAPLES!**
- **DEADLINE ... By August 22, 2003** send, via e-mail, a copy of the Summary to the Session Chair for review and acceptance by RES management. NRC will provide the final copy to BNL for inclusion in the program.

To prepare full paper:

All instructions and formatting are the same as for the summaries, except:

- An abstract of about 150 words should precede the text on the first page, "double indented" one inch from each side.
- Tables and figures should be clearly labeled, referenced and incorporated into the text.
- Maximum text length, 25 single sided pages including tables and figures
- 8½ x 11" bond paper (**NO A-4 PAPER PLEASE. IF NO ALTERNATIVE TO A-4 IS POSSIBLE, BE CERTAIN THE IMAGE SIZE IS NO LARGER THAN 6½ INCHES WIDE BY 8½ INCHES LONG**)
- **NO STAPLES, PLEASE!**
- No page numbers (you may, however, write numbers on the back of each page using light blue, non-reproducing pencil)
- **DEADLINE ... by December 5, 2003** to submit original of your **full paper** to:

PLEASE SUBMIT FULL PAPERS TO:

Susan Monteleone, Meeting Coordinator
Brookhaven National Laboratory
Building 130, 32 Lewis Rd.
Upton, New York 11973-5000 USA

Submit a copy of your full paper to the NRC session chair.

If you have any questions or problems, Susan can be reached by phone at (631) 344-7235, by e-mail at **susanm@bnl.gov**, or by fax at (631) 344-3957.