

September 24, 2003

Ms. Naite R. Stephens  
Washington Training and Management  
Assistance Division, OHRD, OWR  
Office of Personnel Management  
1900 E Street NW, Room 1453  
Washington, DC 20415-2100

Dear Ms. Stephens:

Please process the two enclosed Interagency Agreements (IAA) between the Office of Nuclear Security and Incident Response, U.S. Nuclear Regulatory Commission (NRC), and the U.S. Office of Personnel Management (OPM). The purpose of each IAA is to establish a revolving fund account in order to create two computer based training programs through pre-approved OPM contractors. Copies of memoranda requesting the obligation of funds by the NRC Division of Accounting and Finance and statements of work are also enclosed.

Thank you in advance for your assistance with this matter. You may contact Lars Solander at 301-415-6080 or Mark Van Winkle at 301-415-2209 if you have questions.

Sincerely,

/RA/

Roy P. Zimmerman, Director  
Office of Nuclear Security  
and Incident Response

Enclosures: As stated

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