

International Travel Pre-Trip Notification

This is due 30 days before trip start date. Please complete the light shaded areas.

TRAVEL INFORMATION				
• Traveler Name(s): (include Office/Division)	Tim Kobetz NRR/DIRS		• Phone #(s):	301-415-1932
• E-mail Address(es):	timothy.kobetz@nrc.gov		• Location(s):	O-7-D-4
• Multiple Travelers:	<input checked="" type="checkbox"/> Less than 4 <input type="checkbox"/> 4 or more (see below)			
If 4+, Coordinating Office:				
If 4+, Office Director Approvals:	(1)	CHOOSE ONE OF THE FOLLOWING	Date:	
(Office Director approves travelers	(2)	CHOOSE ONE OF THE FOLLOWING	Date:	
from his/her office only)	(3)	CHOOSE ONE OF THE FOLLOWING	Date:	
	(4)	CHOOSE ONE OF THE FOLLOWING	Date:	
ADAMS Accession Number:				
[Per OEDO Procedure 0350, if 4+, submit NRC daily note with ML# of pre-trip notification 30 days before trip start date]				
• Travel Dates [mm/dd/yyyy]:	4/14-28/2012			
• Destination(s) [City, Country]:	Yerevan, Armenia and Vienna, Austria			
• Framework:	<input type="checkbox"/> Export and Import Licensing <input type="checkbox"/> Assistance <input type="checkbox"/> Treaties Conventions and Interagency <input type="checkbox"/> International Cooperative Research <input type="checkbox"/> Bilateral Cooperation <input type="checkbox"/> Other (specify) <input checked="" type="checkbox"/> Multilateral Cooperation			
• International Organization:	<input type="checkbox"/> NEA/CSNI <input type="checkbox"/> NEA/CNRA <input type="checkbox"/> NEA/RWMC <input type="checkbox"/> NEA/MDEP <input type="checkbox"/> NEA/CRPPH <input type="checkbox"/> IAEA/NS(TRANSSC) <input type="checkbox"/> IAEA/NS(WASSC) <input type="checkbox"/> IAEA/(NUSSC) <input type="checkbox"/> IAEA/NS(RASSC) <input type="checkbox"/> IAEA/Safeguards <input type="checkbox"/> IAEA/NS <input type="checkbox"/> IAEA/NE <input checked="" type="checkbox"/> IAEA/Technical Cooperation <input type="checkbox"/> Other: _____			
• Purpose of Travel:	Develop a Workshop on "Strengthening the Inspection Capabilities and Programmes of the Regulatory Authorities."			
• Desired Outcome:	Prepare a report about inspection methodologies, types, including inspection programme development; and prepare a workshop outlining the key issues which need to be addressed to optimise the experience sharing and knowledge exchange and establish the list of information that each participant has to consider prior to the workshop. The workshop will be developed and presented in Armenia and then refined the following week in Vienna.			
• Traveler Role(s):	Provide inspection expertise			
• Is this funded by NRC or externally? If any portion of the travel is externally funded, include the organization and the portions of travel that are funded. [E.g. flight/travel/expenses, etc]			<input type="checkbox"/> NRC <input checked="" type="checkbox"/> Externally	
• Per the guidance in OEDO Procedure 0350 , if a presentation is to be given, the Office Director/RA (or delegate) decides if the presentation (via the ML#) should be submitted in a Daily Note or One Week Look Ahead.				
• Are policy issues or other items of Commission interest to be raised?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

If yes, how will the Commission be informed?	
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