

May 15, 2013

## **ALL AGREEMENT STATES**

### **NOTIFICATION OF UPCOMING NUCLEAR MATERIAL EVENTS DATABASE TRAINING (FSME-13-046)**

**Purpose:** To announce upcoming training on the Nuclear Material Events Database (NMED) and request response\* if interested.

**Background:** In an effort to assist the Agreement States with the continued proficient use of the NMED local software and the NMED web site, the U.S. Nuclear Regulatory Commission (NRC) periodically offers training.

**Discussion:** The NRC has scheduled two NMED training sessions on the use of the NMED web site and the NMED local software. The training will also include information regarding reporting nuclear material events as described in NRC's Office of Federal and State Materials and Environmental Management Programs procedure SA-300, "Reporting Material Events." The scheduled sessions are:

Session 1:	Session 2:
August 7, 2013	August 27, 2013
Ohio Department of Health	North Carolina Dept of Health and Human Services
246 North High St., Columbus, OH 43215	3825 Barrett Dr., Raleigh, NC 27609

Enclosed is an explanation of the training and the agenda. There is no tuition cost; however, travel and per diem expenses will not be covered by the NRC since this is an optional training course and not required by NRC's Manual Chapter 2800. Typically, attendees for this course should have or will have responsibility for collecting, maintaining and assessing nuclear material event data.

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\* This information request has been approved by OMB 3150-0029, expiration 11/30/2013. The estimated burden per response to comply with this voluntary collection is approximately 8 hours. Send comments regarding the burden estimate to the Records and Information Services Branch (T-5F53), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by Internet e-mail to [infocollects.resource@nrc.gov](mailto:infocollects.resource@nrc.gov), and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202 (3150-0200), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection 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, the information collection.

Persons interested in attending should contact the NRC NMED Project Manager, Robert Sun, using the contact information listed below:

POINT OF CONTACT:	Robert Sun	INTERNET:	<u><a href="mailto:Robert.Sun@nrc.gov">Robert.Sun@nrc.gov</a></u>
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**/RA/**

Brian J. McDermott, Director  
Division of Materials Safety and State Agreements  
Office of Federal and State Materials  
and Environmental Management Programs

Enclosures:

1. NMED Software and Web Site Training
2. NMED Training Agenda

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**OFFICIAL AGENCY RECORD**

## **NUCLEAR MATERIAL EVENTS DATABASE SOFTWARE AND WEBSITE TRAINING**

### **Local Software:**

The local Nuclear Material Events Database (NMED) software is a tool that Agreement State agencies can use to create a local database of their events. This database assists the agencies with event tracking and reporting. The last NMED upgrade (version 7.1) was released in July 2011. The software is available for download from the NMED web site (<http://nmed.inl.gov>).

### **Web Site:**

The NMED web site contains records of events occurring nationwide involving nuclear materials. These events are reported to the U.S. Nuclear Regulatory Commission (NRC) by NRC licensees, Agreement States, and non-licensees. Agreement States send records of material events involving Atomic Energy Act material to the NRC. The NMED web site is accessible at <http://nmed.inl.gov>.

### **Standard Training Topics:**

- SA-300 "Reporting Material Events"
- Use of the NMED Software (local data)
- Use of the NMED Website (national data)
- Hands-on practice (Region and A/S-facility dependent) - users can use the web site or software independently, and trainers will be there to answer individual questions.
- Q&A Session for Advanced Use of the Web Site

### **Who Should Attend:**

This training is for anyone who needs to understand NMED and its uses, and anyone that is interested in learning ways of accessing tools to enhance the management of event assessment programs. Those who should attend include:

- Staff who have or will have responsibility for collecting, maintaining, and assessing event data.
- Staff who need to learn to use the NMED web-based search program and PC-based data entry program.
- Staff who participates in the Event Evaluation or Sealed Source and Device portions of Integrated Materials Performance Evaluation Program reviews (where NMED searches are used to support the review).

The format of the training is a "train the trainer" approach. The goal of the training is to provide the information and tools to the attendees, so that they can return to their home offices and assist others in using SA-300 and NMED.

## NUCLEAR MATERIALS EVENTS DATABASE TRAINING AGENDA

The training sessions typically begin at 8:00 a.m. and finish mid-to-late afternoon (check with the session contact for specific times).

<u>Time</u>	<u>Action</u>
8:00 – 8:15	Welcome and Introduction
8:15 – 9:45	SA-300 Training
9:45 – 10:00	Break
10:00 – 11:00	Use of local NMED software (Microsoft Access)
11:00 – 12:00	Hands-on exercises with local NMED software
12:00 – 1:00	Lunch
1:00 – 2:00	Use of the NMED web site
2:00 – 2:15	Break
2:15 – 3:30	Hands-on exercises with the NMED web site (with a break)
3:30 – Until Needed	Instructors available for any additional questions