

January 15, 2014

ALL AGREEMENT STATES

ACCEPTANCE TO THE INSPECTION PROCEDURES COURSE (G-108) (FSME-14-003)

**Purpose:** To provide the list of students selected for the U.S. Nuclear Regulatory Commission (NRC) Inspection Procedures Course (G-108).

**Background:** NRC provides the list of students and instructions to the States to help ensure that States with candidates on waiting lists will have an opportunity to fill vacated slots that may open up after this notification letter has been sent.

**Discussion:** Enclosure 1 is the list of students from the States selected to attend the March 10-14, 2014, Inspection Procedures Course (G-108). Please provide the list of students and the instructions (Enclosure 2) to each individual from your program that is on the list.

Enclosed for your information is a tentative schedule for the course (Enclosure 3). Students attending this course will be paid travel and per diem by the U.S. Nuclear Regulatory Commission (NRC). Students should make their travel arrangements through Carlson Wagonlit Travel at 1-800-453-8396 immediately and then submit their travel information needed for NRC to issue their travel authorization (Appendix A) to [ASTrainingandtravel.Resource@nrc.gov](mailto:ASTrainingandtravel.Resource@nrc.gov). Information should not be sent directly to Brenda Usilton. Please go to the following website to download the Travel Application Form at <http://nrc-stp.ornl.gov/training.html>.

We ask that you inform us of any cancellations 30 days prior to the course starting date or as soon as you are aware that the student cannot attend the course.\*

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\*This information request has previously been approved by OMB 3150-01029 and was resubmitted to OMB for review of continued approval of information collection. 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.

If you have any questions regarding this correspondence, please contact me or the individual named below.

POINT OF CONTACT: Brenda G. Usilton      INTERNET: Brenda.Usilton@NRC.GOV  
TELEPHONE: 301-415-2348

**/RA ADWhite for/**

Laura A. Dudes, Director  
Division of Materials Safety and State Agreements  
Office of Federal and State Materials  
and Environmental Management Programs

Enclosures:

1. List of students
2. Instructions to students
3. Tentative Schedule

If you have any questions regarding this correspondence, please contact me or the individual named below.

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Laura A. Dudes, Director  
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Distribution:

DMSSA r/f  
Jeff Griffis, TTD

**ML14015A012**

<b>OFC</b>	FSME/MSSA	MSSA	MSSA
<b>NAME</b>	BUsilton via email	DWhite	<b>ADWhite for</b> LADudes
<b>DATE</b>	01/15/2014	01/15/2014	01/15/2014

**OFFICIAL RECORD COPY**

INSPECTION PROCEDURES COURSE  
March 10-14, 2014  
Chattanooga, Tennessee

STATE	PARTICIPANT(S)
<b>CALIFORNIA</b> Dept. of Health Services P.O. Box 997414, MS-7610 Sacramento, CA 95899-7414	Jerry Hensley
<b>FLORIDA</b> Dept. of Health Bureau of Radiation Control 4052 Bald Cypress Way, Bin C21 Tallahassee, FL 32399-1741	Nicholas Pospishil
<b>GEORGIA</b> Dept. of Natural Resources 4220 International Parkway, Suite 100 Atlanta, GA 30354	Amy Mundell Gregory Reese
<b>KANSAS</b> Dept. of Health & Environment 1000 SW Jackson, Suite 330 Topeka, KS 66612-1365	Tessa Siemsen
<b>KENTUCKY</b> Radiation Health Program Cabinet for Health & Family Services 275 East Main Street, HS1C-A Frankfort, KY 40621-0001	Marissa Vega Velez
<b>LOUISIANA</b> Emergency & Radiological Services Div. P.O. Box 4312 Baton Rouge, LA 70821-4312	Jessica Chaney Walker
<b>MASSACHUSETTS</b> Dept. of Public Health Schrafft Center, Suite 1M2A 529 Main Street Charlestown., MA 02129	Edward Salomon
<b>NEVADA</b> Bureau of Health Care Quality and Compliance 727 Fairview Drive, Suite E Carson City, NV 89701	Mark Stephens

<b>NEW MEXICO</b> Environmental Dept. P.O. Box 5469 Santa Fe, NM 87502-5469	James Hesch Victor Diaz
<b>NEW YORK CITY HEALTH</b> 22 Cortlandt Street, 28 <sup>th</sup> Floor New York, NY 10007	Valentina Kirshenbaum
<b>OREGON</b> Radiation Protection Services 800 NE Oregon Street, Suite 640 Portland, OR 97232-2162	Erin DeSempie
<b>SOUTH CAROLINA</b> Dept. of Health & Environmental Control 2600 Bull Street Columbia, SC 29201	Crispulo Isiminger
<b>WASHINGTON</b> Dept. of Health 111 Israel Road, SE P.O. Box 47827 Olympia, WA 98504-7827	Gregoria Rosado
<b>WISCONSIN</b> Dept. of Health Services P.O. Box 2659 Madison, WI 53701-2659	Lauren James

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the training course (G-108) Inspection Procedures. This course is scheduled to be presented March 10-14, 2014, at the U.S. Nuclear Regulatory Commission Technical Training Center (TTC). The TTC is located at 5746 Marlin Road, Suite 200, Osborne Office Center (near Eastgate Shopping Center) Chattanooga, Tennessee 37411-5677. The facility's telephone number is (423) 855-6500.

**COURSE:** This course will be conducted beginning at 8:00 am on Monday, March 10, 2014, and end at noon on Friday, March 14, 2014. Enclosed is a tentative schedule for the course (Enclosure 3). Cellular phones and similar devices with audible capability should be disabled while classes are in session. Normal office/business attire is appropriate for students attending TTC courses.

**LODGING AND TRAVEL:** You should plan to arrive on Sunday, March 9, 2014, and depart on Friday, March 14, 2014. No rental cars will be authorized for travel. If traveling by air, you need to contact Carlson Travel at 1-800-453-8396 for airline reservations. Participants must make their own lodging and travel arrangements. Individuals should request a Federal government rate at the hotel of their choice. The per diem for Chattanooga, Tennessee is 95/56/151. This means lodging/meals/not to exceed total per day. Tax is a separate line item on your voucher. Effective **January 1, 2014** reimbursement for mileage is **56** cents per mile. Please be sure to choose a hotel within the Chattanooga vicinity and within per diem. There is no suitable lodging within walking distance, nor reliable public transportation, from the hotels to the Training Center; therefore, students should coordinate with students who have cars or take a taxi to and from the training center. To find hotels in Chattanooga, TN please conduct an internet search. Please complete the invitational travel authorization form. Go to <http://nrc-stp.ornl.gov/training.html> and return it to [ASTrainingandtravel.Resource@nrc.gov](mailto:ASTrainingandtravel.Resource@nrc.gov). Information should not be sent directly to Brenda Usilton. In addition, we are requesting that you do not send any training applications, travel forms and vouchers by fax. Processing of your requests sent by fax could result in significant delays. You will also need to go to the same website to receive a copy of the travel instructions and voucher for reimbursement.

Below are a few suggestions for lodging in the Chattanooga area:

Residence Inn:

Book a room at Residence Inn Chattanooga Near Hamilton Place at the Nuclear Regulatory Commission rate >>

Hampton Inn

[www.chattanoogaairporti75.hamptonInn.com](http://www.chattanoogaairporti75.hamptonInn.com)

The Hampton Inn has free shuttle service to and from the Airport, local shopping and to and from the training center.

**INSPECTION PROCEDURES COURSE**  
**Tentative Schedule for March 10-14, 2014**

	START	STOP	TOPIC	PRESENTER
<b>MONDAY</b>	8 AM	- 9 AM	<b>WELCOME AND ADMIN</b>	Griffis
	9 AM	- 10 AM	Overview	Gattone
	10 AM	- 11 AM	Overview	Gattone
	11 AM	- 12 PM	Overview	Gattone
	12 PM	- 1 PM	<b>LUNCH</b>	
	1 PM	- 2 PM	Overview	Gattone
	2 PM	- 3 PM	Overview	Gattone
	3 PM	- 4 :30 PM	Overview	Gattone
	4:30 PM	- 5 PM	Q&A Session	Staff
<b>TUESDAY</b>	8 AM	- 9 AM	Laboratory R&D	Ullrich
	9 AM	- 10 AM	Laboratory R&D	Ullrich
	10 AM	- 11 AM	Radiopharmacy	Ullrich
	11 AM	- 12 PM	Radiopharmacy	Ullrich
	12 PM	- 1 PM	<b>LUNCH</b>	
	1 PM	- 2 PM	Medical	Gattone
	2 PM	- 3 PM	Medical	Gattone
	3 PM	- 4 :30 PM	Medical	Gattone
	4:30 PM	- 5 PM	Hands-on/Q&A Session	Staff
<b>WEDNESDAY</b>	8 AM	- 9 AM	Industrial Gauges & Sources	Razo
	9 AM	- 10 AM	Industrial Gauges & Sources	Razo
	10 AM	- 11 AM	Industrial Gauges & Sources	Staff
	11 AM	- 12 PM	Exercise Prep	Staff
	12 PM	- 1 PM	<b>LUNCH</b>	
	1 PM	- 2 PM	Exercise	Staff
	2 PM	- 3 PM	Exercise	Staff
	3 PM	- 4 :30 PM	Exercise	Staff
	4:30 PM	- 5 PM	Prepare for Debriefs	Staff
<b>THURSDAY</b>	8 AM	- 9 AM	Debrief and Exit Meeting	Staff
	9 AM	- 10 AM	Debrief and Exit Meeting	Staff
	10 AM	- 11 AM	Debrief and Exit Meeting	Staff
	11 AM	- 12 PM	Debrief and Exit Meeting	Staff
	12 PM	- 1 PM	<b>LUNCH</b>	
	1 PM	- 2 PM	Industrial Radiography	Razo

	2 PM	-	3 PM	Industrial Radiography	Razo
	3 PM	-	4 :30 PM	Well Logging	Razo
	4:30 PM	-	5 PM	Hands-on/ Q&A Session	Staff
	<b>START</b>		<b>STOP</b>	<b>TOPIC</b>	<b>PRESENTER</b>
<b>FRIDAY</b>	8 AM	-	9 AM	Industrial Irradiators	Ullrich
	9 AM	-	10 AM	Industrial Irradiators	Ullrich
	10 AM	-	11 PM	Incidents & Allegations	Ullrich
	11 AM	-	12 PM	Inspections of Events	Ullrich
				<b>CLASS OVER</b>	

**NOTE:** Scheduled lecturers or the sequence of lectures may change due to circumstances beyond our control.